



**FOREST LAKE AREA SCHOOLS
FOREST LAKE, MN 55025**

September 3, 2015

AGENDA ITEM: 9.3

TOPIC: APPROVE TAX LEVY CALENDAR

BACKGROUND: The School Board annually determines the property tax levy calendar at the September meeting.

PROCESS: Guidance received from the Minnesota Department of Revenue and the Minnesota Department of Education indicates that a school district must certify the proposed property tax levy to the county by September 30th. Our school district usually sets aside the “committee meeting” date of September 10, 2015 to certify the proposed property tax levy.

In addition, school districts must conduct a property tax hearing for the public between November 25th and December 30th. The meeting may be part of a regularly scheduled School Board Meeting. The School Board can act to certify the final adopted property tax levy later the same evening.

RECOMMENDATION: The administration recommends conducting the Truth in Taxation Hearing in conjunction with the Regular School Board Meeting on December 3, 2015. The administration further recommends holding that hearing at 6:00 p.m. in the School Board Meeting Room at the district office.