



SCHOOL DISTRICT 45, DUPAGE COUNTY

June 2025

Financial Planning Calendar for Fiscal Year 2026

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| June | <ul style="list-style-type: none">• Preliminary budget is presented to the Board of Education.• Assistant Superintendent for Finance presents Financial Planning Calendar to the Finance Committee and the Board of Education. |
| August | <ul style="list-style-type: none">• Board of Education approves Tentative Legal Budget.• Board of Education sets public hearing date and time.• Tentative Budget is made available for 30-day public inspection via hard copy in the Business Office and on the District website.• Publish the "Notice of Public Hearing" legal notice (At least 30 days prior to Board adoption of budget). |
| September | <ul style="list-style-type: none">• Public hearing for the 2025/2026 Budget is held.• Adoption of 2025/2026 Legal Budget by the Board of Education.• File approved Legal Budget with DuPage County Clerk:<ul style="list-style-type: none">- Certificate of Adoption - Board Secretary- Resolution• Complete and upload ISBE budget form (50-36).• Place adopted budget on District website.• Provide Frontline with adopted budget information for updating financial projections. |
| October | <ul style="list-style-type: none">• Meet with the Township Assessor to review changes in EAV and new construction.• Present the initial 2025 Property Tax Levy documents to the Board of Education. |
| November | <ul style="list-style-type: none">• Board of Education approves Resolution Regarding Estimated Amounts Necessary to be Levied for the Tax Year 2025.• Board of Education approves and sets the public hearing for the Final Levy.• Place "Truth in Taxation" on district website for at least 30 consecutive days• Publish "Truth in Taxation" notice of public hearing for DuPage County. (Not more than 14 days nor less than 7 days prior to the public hearing for said tax levy). |
| December | <ul style="list-style-type: none">• Public hearing for, and subsequent adoption of, the 2025 Tax Levy.• File 2025 Tax Levy and "Truth in Taxation" documents with the DuPage County Clerk on or before the last Tuesday in December.• FY2025 financial audit is presented to the Board. |
| January | <ul style="list-style-type: none">• Consumer Price Index (CPI) number is released by the US Department of Labor.• Assistant Superintendent for Finance presents a Mid-Year Budget Report to the Board. |

- Update and refine the Frontline financial forecasting annual model.
- February
- Present updated Frontline projection model with new CPI figure and next year budgetary assumptions to Finance Committee and Board of Education.
- March
- Board of Education will establish the fiscal year to begin July 1, 2026 and end June 30, 2027. Board will also authorize the Superintendent and CSBO to prepare a tentative budget for the upcoming fiscal year.
 - Distribute FY2027 Budget preparation forms and instructions to the building Principals and Directors.
 - Administration creates internal Summer Projects list.
 - Review property tax extension limitation amount from DuPage County Clerk and review possible allocation options.
- April
- Finalize Certified staffing levels for 2026/2027.
 - Review building supply and capital equipment proposals with the Principals and Directors determine preliminary allocations for the same.
- May
- Finalize Summer Projects list and review with B&G staff.
- June
- Prepare for Year-End Internal Audit