

Keller ISD
2005-2006 Budget Calendar
Revised

1. January – Preparation of budget workbooks for principals & department heads.
2. January 28 – Distribution of budget workbooks.
3. February – Campuses prepare budget for non-salary portion of the budget.
4. March 28 – Campuses turn in budgets.
5. March – Begin calculations and projections of various salary and benefits.
6. May 12 – Prepare revenue projections from preliminary valuations given by Tarrant County Appraisal District.
7. June – Develop redistribution of existing budgets for new positions. Departments prepare budget for non-salary portion of the budget.
8. June 9– Budget and Finance Committee review of preliminary revenue estimates.
9. June 13 – Receive 2nd round of preliminary valuations given by Tarrant County Appraisal District.
10. June 20 – Workshop with refined budget estimates from 2nd round of preliminary budget estimates from Tarrant County Appraisal District.
11. June 30 - Budgets due from Departments
12. July 18 – Tentative
 - a. Workshop if necessary, or if new information is incorporated in the budget.
 - b. Certification of anticipated collection rate by collector.

13. July 27 – Receive certified appraisal roll from Tarrant County Appraisal District for final calculation of revenue.
14. August 1 – Workshop
 - a. Refine budget with certified appraisal roll from Tarrant County Appraisal District.
 - b. Calculation of rollback tax rate.
15. August 5 - 72-hours notice for meeting (Open Meetings Notice).
16. August 8 – Regular Board Meeting
 - a. Board of Trustees makes final decision on salary and benefits.
 - b. Meeting of governing body to decide on public meeting date on budget and proposed tax rate.
17. August 11 – "NOTICE OF PUBLIC MEETING TO DISCUSS BUDGET AND PROPOSED TAX RATE" published 10 to 30 days before public meeting.
18. August 19 - 72-hours notice for meeting (Open Meetings Notice).
19. August 22 – Regular Board Meeting
 - a. Public meeting on budget and proposed tax rate. School Board may adopt budget and tax rate after the public meeting. Or, the board may adopt the budget and wait to adopt the tax rate. If the board waits to adopt the tax rate, continue with the next step.
 - b. Budget must be adopted by August 31
20. September 9 – 72-hour notice for meeting at which governing body will adopt tax rate.
21. September 12 – Meeting to adopt tax rate.
 - a. School district must adopt tax rate by September 30, or within 60 days of receiving certified appraisal roll.

Dates are subject to change due to legislative session.