

THREE RIVERS/JOSEPHINE COUNTY SCHOOL DISTRICT
PROPOSED BUDGET CALENDAR
2008-2009 BUDGET YEAR

July 1, 2008	Beginning of new fiscal year and term for newly elected Board members
July 21, 2008	REGULAR BOARD MEETING. Organize the board, <i>ORS 255.335 (6) and ORS 332.040</i> , designate budget officer.
July 15, 2008	Deadline to certify the tax levy to the county assessor (ED-50 and M-5)
July 15, 2008	Due date for filing annual report of student membership for the prior school year with the State Superintendent of Public Instruction. <i>ORS 327.133</i>
July 15, 2008	Deadline to submit complete budget document to State Superintendent of Public Instruction and ESD superintendent. <i>ORS 326.310(4)</i>
August 15, 2008	Deadline for submission of the 2008-09 electronic budget to the Department of Education. <i>ORS 326.310(4)</i>
September 2, 2008	First Day of School for Students
December 10, 2008	Deadline for 2007-08 electronic Actual revenues and Actual expenditures to the Department of Education. <i>ORS 326.310(4)</i>
December 15, 2008	REGULAR BOARD MEETING. Approve a budget calendar to guide administrative staff and district in compliance with local budget laws. Discuss appointment of budget committee members to fill vacancies.
December 31, 2008	Last day to file the previous school year's audit with the Department of Education.
January 12, 2009	REGULAR BOARD MEETING. Approve appointment of budget committee members to vacant positions.
February 9, 2009	REGULAR BOARD MEETING.

March 9, 2009	REGULAR BOARD MEETING; Budget Officer presents biennium forecast.
March 31, 2009	First meeting of Site Council & Administrative Funding Review committee
April 7, 2009	Second meeting of Site Council & Administrative Funding Review committee
April 11, 2009	The earliest date that the first NOTICE OF BUDGET COMMITTEE MEETING may be published (not earlier than 30 days prior to the first meeting, nor later than five days before.)
April 20, 2009	REGULAR BOARD MEETING; Budget Officer presents updated biennium forecast.
May 1, 2009	The earliest date that the proposed budget document may be released to the budget committee members and, therefore, the general public. (Not more than 10 days prior to mtg)
May 6, 2009	The latest date that the second NOTICE OF BUDGET COMMITTEE MEETING may be published
April 11, 2009	<p>FIRST MEETING OF THE BUDGET COMMITTEE. Elect presiding officer. Budget committee may choose to elect an alternate presiding officer.</p> <ul style="list-style-type: none"> ➤ Presentation of budget message by the executive officer and the budget document by the budget officer. ➤ Consider recommendations from citizens. ➤ Announce the time and place of the following meetings. <p>(The budget document is filed in the district office as a public record, and a copy of the document or part thereof is made available to any person requesting it. <i>ORS 294.401(9)</i>. Additional meetings not published in Budget committee notice must be advertised as notice of a meeting of the governing body. <i>ORS 294.406(2)</i> The budget committee shall schedule meetings as required. All meetings shall be open to the public. A majority of the members of the budget committee is required to pass any action. <i>ORS 174.130</i>)</p>
May 16, 2009	Mail itemized list of public improvements included in the budget to the Commissioner of Labor, Bureau of Labor and Industries, 1400 SW 5th Avenue, Portland, Oregon 97201. Identify which projects are anticipated to be contracted and which are to be done with the district's own personnel.

Show budgeted cost for each item. (Not less than 30 days before the adoption of the budget.)

- May 16, 2009 Publication of the Notice of Budget Hearing (ED 1), Fund Summaries Not Requiring Taxes (ED 2), and Fund Summaries Requiring Taxes (ED 3), not more than 30 days nor less than 5 days prior to the hearing. *ORS 294.421(2)*
- May 18, 2009 REGULAR BOARD MEETING
- May 19, 2009 Target date for approval of budget by budget committee**
- June 15, 2009 PUBLIC HEARING ON THE BUDGET, as approved by the budget committee, shall be conducted by no less than a quorum of the board. *ORS 294.430*
- June 15, 2009 REGULAR BOARD MEETING. Enact resolutions adopting the budget, making the appropriations, categorizing and declaring the tax levy. *ORS 294.435 and oar 150-294-435*
- July 15, 2009 Deadline to certify the tax levy to the county assessors on form ED-50 and E-1