

***CEDAR HILL ISD***  
***PRELIMINARY BUDGET CALENDAR***  
***2009-2010 Fiscal Year (July 1, 2009 – June 30, 2010)***

***November/December, 2008***

- Analyze 2008-2009 district data (student and staffing) through the 1<sup>st</sup> semester, from fall 2008 PEIMS #1 submission
- Analyze 2008-2009 General Fund expenditures
- Meet with budget components (principals and directors) to review district financial status, budget sheets to campuses, directors, etc.

***January, 2009***

- Continue December process of meeting with individual budget components, budget sheets due back from campus and directors
- Prior to Board Priority Goals Meeting (**April 2009**), conduct Budget Orientation Session (March 9, 2009) with Board of Trustees to:
  - Review historical data
  - Provide schedule of budget meeting with campus and directors, at individual campuses (attached)
  - Discuss short-term and long-term reality-based financial objectives
  - Discussion of future bond needs

***March, 2009***

- Develop student population projections with the assistance of appropriate personnel
- Develop core staffing/preliminary payroll budget with the assistance of Personnel and Curriculum Components
- Develop fixed cost budgets (ex: appraisal district, insurance, utilities, etc.)
- Conduct Budget Orientation Session-March 9, 2009

***April, 2009***

- Continue to refine draft budget using updated data + budgetary component input
- Chapter 41 Workshop, update status of potential chapter 41 status in future
- Revisit bond issue

***May, 2009***

- May 25 – 1<sup>st</sup> Estimated Value Report available from Dallas County Appraisal District
- Meet with Board of Trustees (Budget Meeting #1- May 11, 2009) to analyze revenue budget options, establish revenue assumptions, provide update on expenditure projections, confirm board priority goals and provide 1<sup>st</sup> draft of budget

### ***June, 2009***

- Present 2nd draft of 2009-2010 Proposed Budget to Board of Trustees (Budget Meeting #2- June 8, 2009)
- Review and update revenue projections using Estimated Value Report updates available from Dallas County Appraisal District
- Study Legislative changes, if applicable
- Evaluate revised Budget Publication and Hearing guidelines, establish appropriate timelines and required meetings
- Incorporate additional Board recommendations
- Comply with revised Budget Publication and Hearing guidelines-June 11, 2009
- Present 2009-2010 Proposed Budget to the Board of Trustees for adoption (Budget Meeting #3- June 30, 2009)

### ***July, 2009***

- Begin new fiscal year
- July 25, 2009 – 2009 Certified Values are received from Dallas County Appraisal District

### ***August, 2009***

- Research revised Truth-in-Taxation guidelines, if applicable
- Establish Truth-in-Taxation compliance timeline and guidelines for Public Notice and subsequent adoption of a Proposed 2009-2010 Tax Rate
- Comply with revised Truth-in-Taxation regulations
- Present Proposed 2009-2010 Tax Rate (Maintenance and Operations and Debt Service) to Board of Trustees for Adoption-August 10, 2009