



UNITED INDEPENDENT SCHOOL DISTRICT INFORMATIONAL ITEM

TOPIC: Budget Calendar for 2020-2021

SUBMITTED BY: Laida P. Benavides, CPA **OF:** Division of Finance

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: _____

DATE ASSIGNED FOR BOARD CONSIDERATION: December 18, 2019

Informational Item:

The presented calendar allows for the development of Budget 2020-2021 with input from campus/district site-based committees and the Board of Trustees.

UNITED INDEPENDENT SCHOOL DISTRICT

Budget 2020-2021 Calendar

TIMELINE	ACTIVITY/PROCESS
September 2019	Approved 2019-2020 operating budget for General Operating, Food Service, and Debt Service funds implemented.
Oct. 2019-Feb. 2020	Start administrative budget committees. Develop Budget Calendar. Review topics to address for budget building process. Review 2019-2020 information-enrollment, class sizes, budget issues, etc. Enrollment projection study reviewed. Boundary changes proposals reviewed. Staffing guidelines revised, if necessary.
December 10, 2019	Present Budget 2020-2021 Calendar to Board
January 2020	Student projections per campus established. Review enrollments/boundaries. Prepare Campus/Dept. Budget Training manuals.
January/April 2020	Board approval of boundary changes for the 2020-2021 school year, if necessary.
January 14, 2020	Board budget workshop-Board Initiatives, projected enrollments, and budget issues.
February 11, 2020	Board budget workshop-Review Board Initiatives, projected enrollments, and new programs.
March 10, 2020	Board Budget Workshop: Discuss board initiatives and other district programs.
March 13, 2020	Controlled Budget Management process in effect for campuses.
April 7, 2020	Board Budget Workshop (tentative)
May 12, 2020	Board Budget Workshop (tentative)
June 2020	Final "draft" budget document delivered to Board of Trustees for review.
June 11, 2020	Controlled Budget Management process in effect for departments.
June - July 2020	U.I.S.D. Board of Trustees budget workshops; campus and department budgets will be reviewed along with prioritized programs and projects as determined by the Superintendent, Associate and Assistant Superintendents; prioritized projects will include recommended salary adjustments for teachers, paraprofessionals, manual trades, and administrative staff.
August 2020	Public hearings on proposed 2020-2021 tax rate and proposed budget. A quorum must be present for public hearing. Final 2020-2021 budget approved and 2020-21 tax rate approved at the regularly scheduled Board of Trustees meeting. Certified property values approved at regularly scheduled Board of Trustees meeting.
September 1, 2020	Approved 2020-2021 operating budget for General Operating, Food Service, and Debt Service funds implemented.