

## THREE RIVERS/JOSEPHINE COUNTY SCHOOL DISTRICT

### Chronological Events - Budgeting for the 2018 – 2019 school year

|                   |   |
|-------------------|---|
| July 1, 2017      | Beginning of new fiscal year and term for newly elected Board members   |
| July 15, 2017     | Deadline to certify the tax levy to the county assessor (ED-50 and M-5)   |
| July 15, 2017     | 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, 2017     | Deadline to submit complete budget document to State Superintendent of Public Instruction and ESD superintendent. <i>ORS 326.310(4)</i>   |
| August 15, 2017   | Deadline for submission of the 2017-17 electronic budget to the Department of Education. <i>ORS 326.310(4)</i>  |
| September 5, 2017 | First Day of School for Students  |
| November 15, 2017 | REGULAR BOARD MEETING. Approve a budget calendar to guide administrative staff and district in compliance with local budget laws.   |
| January 2, 2018   | Deadline for 2015-16 electronic Actual Revenues and Actual Expenditures to the Department of Education. <i>ORS 326.310(4)</i>   |
| January 2, 2018   | Last day to file the previous school year's audit with the Department of Education.   |
| January 10, 2018  | REGULAR BOARD MEETING   |
| February 21, 2018 | REGULAR BOARD MEETING   |
| March 7, 2018     | REGULAR BOARD MEETING; Budget Officer presents biennium forecast.   |
| April 16, 2018    | The earliest date that the first NOTICE OF BUDGET COMMITTEE MEETING may be published in the newspaper and posting on the district website (not earlier than 30 days prior to the first meeting, nor later than five days before.) |
| April 18, 2018    | REGULAR BOARD MEETING   |

**May 16, 2018**

**4:30 PM - FIRST MEETING OF THE BUDGET COMMITTEE**

- Elect presiding officer. Budget committee may choose to elect an alternate presiding officer.
- 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 any following meetings.

(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. *ORS 294.401(9)*. Additional meetings not published in Budget committee notice must be advertised as notice of a meeting of the governing body. *ORS 294.406(2)* 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. *ORS 174.130*)

May 16, 2018

REGULAR BOARD MEETING.

May 24, 2018

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)*

June 20, 2018

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 20, 2018

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, 2018

Deadline to certify the tax levy to the county assessors on form ED-50 and submit complete document to ODE.