

THREE RIVERS/JOSEPHINE COUNTY SCHOOL DISTRICT
Chronological Events - Budgeting for the 2019 – 2020 school year

July 1, 2018	Beginning of new fiscal year and term for newly elected Board members
July 15, 2018	Deadline to certify the tax levy to the county assessor (ED-50 and M-5)
July 15, 2018	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, 2018	Deadline to submit complete budget document to State Superintendent of Public Instruction and ESD superintendent. <i>ORS 326.310(4)</i>
August 15, 2018	Deadline for submission of the 2018-19 electronic budget to the Department of Education. <i>ORS 326.310(4)</i>
September 4, 2018	First Day of School for Students
November 14, 2018	REGULAR BOARD MEETING. Approve a budget calendar to guide administrative staff and district in compliance with local budget laws.
January 1, 2019	Deadline for 2017-18 electronic Actual Revenues and Actual Expenditures to the Department of Education. <i>ORS 326.310(4)</i>
January 1, 2019	Last day to file the previous school year's audit with the Department of Education.
January 16, 2019	REGULAR BOARD MEETING
January 16, 2019	Release electronic Budget Survey to parents, patrons and TRSD staff
February 6, 2019	SCHOOL BOARD WORK SESSION – receive public input on budget priorities; review Budget Survey results
February 20, 2019	REGULAR BOARD MEETING
March 13, 2019	REGULAR BOARD MEETING; Budget Officer presents biennium forecast.
April 15, 2019	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.)

Chronological Events - Budgeting for the 2019 – 2020 school year - continued

April 17, 2019 REGULAR BOARD MEETING

May 15, 2019 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 15, 2019 REGULAR BOARD MEETING.

May 29, 2019 SECOND MEETING OF THE BUDGET COMMITTEE – if needed

May 31, 2019 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 19, 2019 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 19, 2019 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, 2019 Deadline to certify the tax levy to the county assessors on form ED-50 and submit complete document to ODE.