



UNITED INDEPENDENT SCHOOL DISTRICT INFORMATIONAL ITEM

TOPIC: Budget Calendar for 2019-2020

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

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: _____

DATE ASSIGNED FOR BOARD CONSIDERATION: December 19, 2018

Informational Item:

The presented calendar allows for the development of Budget 2019-2020 with input from campus/district site-based committees and the Board of Trustees.

UNITED INDEPENDENT SCHOOL DISTRICT

Budget 2019-20 Calendar

TIMELINE	ACTIVITY/PROCESS
September 2018	Approved 2018-2019 operating budget for General Operating, Food Service, and Debt Service funds implemented.
Oct. 2018-Feb. 2019	Start administrative budget committees. Develop Budget Calendar. Review topics to address for budget building process. Review 2018-19 information-enrollment, class sizes, budget issues, etc. Enrollment projection study reviewed. Boundary changes proposals reviewed. Staffing guidelines revised, if necessary.
December 13, 2018	Present Budget 2020 Calendar to Board.
January 8, 2019	86th Legislative Session begins
January 15, 2019	Board budget workshop-Board Initiatives, projected enrollments, and budget issues.
January 31, 2019	Controlled Budget Management process in effect for campuses.
Jan. 2019-Feb. 2019	Board approves new boundaries, if necessary. (Regular Board meeting)
February 12, 2019	Board budget workshop-Review Board Initiatives, projected enrollments, and new programs.
March 5, 2019	Board Budget Workshop: Discuss board initiatives and proposed boundary changes.
April 9, 2019	Board Budget Workshop (tentative)
May 7, 2019	Board Budget Workshop (tentative)
May 27, 2019	Last day of 86th Legislative Session
June 2019	Final "draft" budget document delivered to Board of Trustees for review.
June 13, 2019	Controlled Budget Management process in effect for departments.
June - July 2019	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 Board, Superintendent, Associate and Assistant Superintendents.
July 2019	72 hour notice of July Board meeting; the certification of anticipated collection rate by tax assessor/collector at regular July Board meeting; appointment of individual to calculate and publish United I.S.D.'s effective tax rate. Announce date, time, and place of public meeting to discuss proposed budget and proposed tax rate.
July 25, 2019	Deadline for Chief Appraiser to certify appraisal rolls to the taxing units.
Early Aug. 2019	Publish ten day notice of public hearing stating the purpose of the meeting is to discuss the proposed budget and proposed tax rate for the 2019-2020 fiscal year.
August 2019	Public hearings on proposed 2019-2020 tax rate and proposed budget. A quorum must be present for public hearing on proposed tax rate. Final 2019-2020 budget approved at the regularly scheduled Board of Trustees meeting. Certified property values approved at regularly scheduled Board of Trustees meeting. Final 2019-2020 tax rate approved at the regularly scheduled Board of Trustees meeting.
September 1, 2019	Approved 2019-2020 operating budget for General Operating, Food Service, and Debt Service funds implemented.