



# UNITED INDEPENDENT SCHOOL DISTRICT INFORMATIONAL ITEM

**TOPIC:** Budget 2014 Update

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

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** November 28, 2012

## **Informational Item:**

The presented calendar allows for the development of Budget 2014 with input from campus/district site-based committees and the Board of Trustees.

# UNITED INDEPENDENT SCHOOL DISTRICT

## Budget 2014 Calendar

TIMELINE	ACTIVITY/PROCESS
September 2012	Approved 2012-2013 operating budget for General Operating, Food Service, and Debt Service funds implemented.
Oct.-Dec. 2012	Start administrative budget committees. Develop Budget Calendar. Review topics to address for budget building process. Review 2012-13 information-enrollment, class sizes, budget issues, etc. Enrollment projection study reviewed. Boundary changes proposals reviewed. Staffing guidelines revised, if necessary.
November 14, 2012	Present Budget 2014 Calendar to Board.
December 11, 2012	Board budget workshop-Board Initiatives and other budget issues.
January 8, 2013	83rd Texas Legislative session begins for 140 days.
January 8, 2013	Board budget workshop-Board Initiatives, projected enrollments, and budget issues.
January 31, 2013	Controlled Budget Management process in effect for campuses.
February 12, 2013	Board budget workshop-Review Board Initiatives, projected enrollments, and proposed boundary changes, if necessary.
March 5, 2013	Board Budget Workshop: Discuss board initiatives and proposed boundary changes.
March 20, 2013	Board approves new boundaries, if necessary. (Regular Board meeting)
April 9, 2013	Board Budget Workshop (tentative)
May 7, 2013	Board Budget Workshop (tentative)
May 27, 2013	83rd Texas Legislative Regular Session ends.
June 2013	Final "draft" budget document delivered to Board of Trustees for review.
June 14, 2013	Controlled Budget Management process in effect for departments.
June - July 2013	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 2013	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, 2013	Deadline for Chief Appraiser to certify appraisal rolls to the taxing units.
Early Aug. 2013	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 2013-2014 fiscal year.
August 2013	Public hearings on proposed 2013-2014 tax rate and proposed budget. A quorum must be present for public hearing on proposed tax rate. Final 2013-2014 budget approved at the regularly scheduled Board of Trustees meeting. Certified property values approved at regularly scheduled Board of Trustees meeting. Final 2013-2014 tax rate approved at the regularly scheduled Board of Trustees meeting.
September 1, 2013	Approved 2013-2014 operating budget for General Operating, Food Service, and Debt Service funds implemented.