

BOARD MEMBERS

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We are committed to the success of every student!

MEMORANDUM

TO: Dr. Owen A. Roberts., Superintendent

FROM: Alex Rella, Assistant Superintendent
Business Services

SUBJECT: Board Meeting Dates to Accommodate TRIM Requirements

DATE: January 19, 2016

The attached proposed 2016-2017 Tentative TRIM Calendar is submitted for Board approval, establishing Tuesday, August 2, 2016, at 6:30 p.m., for the Public Hearing and adoption of the Tentative Budget and Millage, and Tuesday, September 6, 2016, at 6:30 p.m. for the Public Hearing and adoption of the Final Budget and Millage.

The Department of Education has until July 19, 2016 to certify the required local effort millage rates. Please notice the Special Board Meeting recommended for Thursday, July 21, 2016, at 3:00 p.m., for approval of the tentative budget for advertising.

July 2016							August 2016							September 2016						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6					1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24 31	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	

Boxed dates are scheduled Board Meetings. Circled dates are Special Meetings. Shaded areas are Public Hearings.

Attachment

DRAFT

**TENTATIVE TRIM CALENDAR
BUDGET TIME LINES
2016 - 2017**

July 2016						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
August 2016						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016						
S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

	<u>Days</u>	<u>Maximum</u>	<u>Tentative</u>
Property Appraiser Certifies Roll or Court Certifies Interim Roll1	July 1	
DOE Certifies School District Required Local Effort Millage Rates	July 19	July 19 (Tuesday)*
<i>Superintendent Submits Proposed Tentative Budget to School Board, School Board Approves Tentative Budget for Advertising</i>24	July 24	July 21 (Thursday)
Publish Advertisement Publicizing Tentative Budget Hearing, Tentative Budget and Proposed Millage. Also Publish Additional Advertisement on Proposed Millage for Capital Outlay Projects (if applicable)29	July 29	July 29 (Friday)
<i>Board Conducts Public Budget Hearing and Adopts Tentative Budget and Millage</i>31	July 31	August 2 (Tuesday)**
34	Aug. 3	
Superintendent Advises Property Appraiser of Proposed Millage, Rolled-Back Rate and Time, Date and Place of Final Budget Hearing35	Aug. 4	Aug. 4 (Thursday)
Property Appraiser Mails Notices of Proposed Property Taxes55	Aug. 24	Aug. 24 (Wednesday)
65	Sept. 3	
<i>Public Hearing to Adopt the Final Budget and Millage</i>80	Sept. 18	Sept. 6 (Tuesday)**
	Sept. 21	Sept. 9 (Friday)
Submit Budget to DOE within Three (3) Business Days After Adoption (per State Board rules)		Within 3 days after the adoption of such resolution or ordinance	
Property Appraiser Certifies Final Taxable Value to Taxing Authorities	Oct. 12	Oct. 12 (Wednesday)
Taxing Authority Adjusts Millage (if applicable) and Certifies Same to Property Appraiser	Oct. 18	Oct. 6 (Thursday)
Property Appraiser Extends Roll		Not later than 104 days from July 1, or the date of certification	
Taxing Authority Certifies Compliance with Sections 200.065 and 200.068 to Department of Revenue		Not later than 30 days following adoption of an ordinance or resolution at the Final Budget Hearing	

* Millage Levy From DOE
** Required Public Hearings