

Non-Instructional Operations

Series 700

Policy Title: Financial Planning Calendar

Code No. 703.3-R

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<u>DATE</u>	<u>EVENT</u>	<u>SOURCE/ACTION</u>
JULY 1	FISCAL YEAR BEGINS	
END OF SEPT TARGETS/GOALS	PRIOR YEAR REVIEW OF FISCAL MANAGEMENT	C.O.
OCT	SPECIAL EDUCATION COUNT - LAST FRIDAY	
OCT 15	ENROLLMENT CERTIFIED	LEA
OCT 31	PRELIMINARY LINE-ITEM BUDGET	C.O.
NOV/DEC	FINAL LINE-ITEM BUDGET	C.O.
DEC	REVIEW SELF-INSURANCE PLAN	
DEC	PRESENTATION OF AUDITED FINANCIAL STATEMENTS	
DEC	PROPERTY VALUATIONS	CO. AUD.
DEC 15	REVENUE ESTIMATES ANNOUNCED	EST.COMM.
JAN	NEW CAPITAL IMPROVEMENT/TECHNOLOGY PLAN ADOPTED FOR NEXT YEAR	LEA
JAN/FEB/MARCH	CONSIDER BUDGET REDUCTIONS/ENHANCEMENTS	LEA
JAN	CONSIDER STAFFING PLAN	LEA
JAN 11-31	GOVERNOR PROPOSES ALLOWABLE GROWTH	GOVERNOR
JAN/FEB	PREPARE PROJECTIONS FOR STAFFING COSTS/NEGOTIATIONS	C.O.
FEB	AID & LEVY SHEETS AVAILABLE	DOM
FEB 11-MAR 2	LEGISLATURE ADOPTS ALLOWABLE GROWTH	
FEB-MAR	REVIEW OVERALL FINANCIAL CONDITION	LEA
FEB or MAR	PRESENT BUDGET ESTIMATE	SECY
MAR	SET PUBLIC HEARING DATE FOR CERTIFIED BUDGET BD.	
MAR	INCOME TAX DATA (PREVIOUS YEAR)	DOM
MAR 15 (est.)	LAST DAY TO PASS ISL BY REFERENDUM	LEA
APR	BUDGET HEARING	BD.
APR	BUDGET AMENDMENT (IF NECESSARY)	SECY

APR	REVIEW ANTICIPATORY WARRANT PROGRAM	BD.
APR 15	BUDGET CERTIFICATION DEADLINE	BD.
APR 30	NOTICE OF TEACHER TERMINATIONS	C.O.
MAY 15	NOTICE OF ADMINISTRATOR TERMINATIONS	C.O.
JUN 30	FISCAL YEAR ENDS	

Adopted: May 13, 1991

Legal Reference: (Code of Iowa)

Reviewed: June 20, 2016

Amended: January 27, 1992  
January 25, 1993  
February 13, 1995  
June 12, 1995  
January 13, 1997  
February 8, 1999  
March 1, 2010  
February 4, 2019

Cross Reference: 203.3-R