

Hardee County School Board Proposed Budget Calendar FY 2011-12

- March - May 2011 Superintendent, Deputy Superintendent and Finance Director meet with principals and directors to discuss personnel and preliminary budget allocations from General Fund 900 and Class Size Reduction. Finance Director provides preliminary allocations, projected salaries and benefits for current employees, and prior year budgets.
- May 2011 Schools hold meetings with school advisory councils so that the councils can assist in the preparation of the schools' annual budgets.
- June 2011 Finance enters approved budget amounts
Locations may enter requisitions dated July 1, 2011, against FY 2011-12 budgets
- July 1 Finance converts requisitions to purchase orders and distributes purchase orders
- by July 15 (Friday) Department of Education certifies required local effort millage rate *(2 working days prior to July 19)*
- July 18 9:30AM (Monday)** Board approves Notice of Proposed Tax Increase or Notice of Budget Hearing, Notice of Tax for School Capital Outlay, and Budget Summary advertisements. Board approves date and time for tentative budget hearing. *(within 24 days of certification of taxable value)*
- July 21 (Thursday) *Herald-Advocate* publishes budget advertisements and notice of tentative budget public hearing *(within 29 days of certification of taxable value)*
- July 25 5:10 PM (Monday)** Board holds public hearing on tentative millage rates and proposed budget *(within 2-5 days of advertisements)*
- July 26 Finance completes and returns form DR420S to Property Appraiser and Tax Collector *(within 35 days of certification of taxable value)*
- August 11 Board approves Tentative District Facilities Work Program at regular meeting
- September 8 5:10 PM**
September 8 5:20 PM Board holds final public hearing on District Facilities Work Program
Board holds final public hearing on millage rates and budget *(between 65-80 days of certification of taxable value)*
- September 8 5:30 PM (Thursday)** Board holds regular meeting. The final 2010-11 budget amendments and the 2010-11 Annual Financial Report will be on the agenda.
- by September 9 Finance delivers final certification of millage to Property Appraiser and Tax Collector. Finance submits budget to Department of Education. *(within 3 days of final hearing)*
- by October 1 Finance certifies compliance with Sections 200.065 and 200.068, F.S. to Department of Revenue *(within 30 days of final hearing)*

BOARD ACTION
4/28/11
Approved