

**BOARD MEMBERS**

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**SUPERINTENDENT OF SCHOOLS**

W. Daniel Boyd, Jr., Ed.D.

**MEMORANDUM**

**TO:** Dr. W. Daniel Boyd, Jr., Superintendent  
**FROM:** Keith F. Birkett, Assistant Superintendent  
Planning, Budgeting and Systems Accountability  
**SUBJECT:** Board Meeting Dates to Accommodate TRIM Requirements  
**DATE:** January 20, 2009

The attached proposed 2009-2010 Tentative TRIM Calendar is submitted for Board approval, establishing a Special Board Meeting Tuesday, July 28, 2009, at 5:30 p.m., for the Public Hearing and adoption of the Tentative Budget and Millage, and Tuesday, September 15, 2009, 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, 2009, to certify the required local effort millage rates. The Board will approve the tentative budget for advertising during the regularly scheduled Board Meeting on Tuesday, July 21, 2009.

July 2009						
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 2009						
S	M	T	W	T	F	S
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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 2009						
S	M	T	W	T	F	S
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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			

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

Attachment

**DRAFT**

**TENTATIVE TRIM CALENDAR  
BUDGET TIME LINES  
2009 - 2010**

	<u>Days</u>	<u>Maximum</u>	<u>Tentative</u>																																																								
<table border="1" style="display: inline-table; vertical-align: top;"> <tr><td colspan="7"><b>July 2009</b></td></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>	<b>July 2009</b>							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		Property Appraiser Certifies Roll or Court Certifies Interim Roll	.....1 .....	July 1							
<b>July 2009</b>																																																											
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	DOE Certifies School District Required Local Effort Millage Rates	..... July 19	July 19 (Sunday)*																																																								
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<b>August 2009</b>																																																											
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30	31																																																										
	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 26 (Sunday)																																																								
	<b>Board Conducts Public Budget Hearing and Adopts Tentative Budget and Millage</b>	.....31 .....	July 31 <b>July 28 (Tuesday)**</b>																																																								
	Superintendent Advises Property Appraiser of Proposed Millage, Rolled-Back Rate and Time, Date and Place of Final Budget Hearing	.....34 .....	Aug. 3																																																								
Property Appraiser Prepares Notice of Proposed Property Taxes (TRIM Notices)		.....35 .....	Aug. 4 (Tuesday)																																																								
Property Appraiser Mails Notices of Proposed Property Taxes		.....55 .....	Aug. 24 (Monday)																																																								
Property Appraiser Mails Notices of Proposed Property Taxes	<b>Public Hearing to Adopt the Final Budget and Millage</b>	.....65 .....	Sept. 3 <b>Sept. 15 (Tuesday)**</b>																																																								
	Superintendent Certifies Adopted Millage to Property Appraiser, Tax Collector and Department of Revenue	.....80 .....	Sept. 18 (Friday)																																																								
Submit Budget to DOE within Three (3) Business Days After Adoption (per State Board rules)	Property Appraiser Certifies Final Taxable Value to Taxing Authorities	..... Sept. 21	Sept. 21																																																								
	Taxing Authority Adjusts Millage (if applicable) and Certifies Same to Property Appraiser	..... Oct. 12	Not later than <u>104 days</u> from July 1, or the date of certification																																																								
Property Appraiser Extends Roll	Taxing Authority Certifies Compliance with Sections 200.065 and 200.068 to Department of Revenue	..... Oct. 18	Not later than 30 days following adoption of an ordinance or resolution at the Final Budget Hearing																																																								

\* Millage Levy From DOE  
\*\* Required Public Hearings