

Financial Compliance Calendar

Interim Reports
Audit
Budget

Month	Financial Reports due	Board Meeting	Notes
July			Prior year coding
August			Accruals & close prior year
September	Prior year Unaudited Actuals due 9/15		Review Payroll
			Discuss items such as salary scales, benefits, income sources, etc that need to be voted on by the board in December
October		Approve Unaudited Actuals	Review enrollment/ADA
			Discuss items such as salary scales, benefits, income sources, etc that need to be voted on by the board in December
November			Finalize 1st interim forecast
			Discuss items such as salary scales, benefits, income sources, etc that need to be voted on by the board in December
December	1 st Interim Report Due 12/15	Vote on items (salary scales, benefits) that impact hiring	
	Audit due 12/15		
January		Approve 1 st Interim Report	Governor's proposal for budget
		Approve Audit	
February			Finalize 2nd interim forecast

March	2 nd Interim Report due 3/15		Payroll & enrollment/ADA
April	Budget planning begins	Approve 2 nd Interim Report	MYP expenses and planning
May	Preliminary Budget established	Review Preliminary budget	May revise - update budget as needed
June	Final budget vote – due 6/30	Approval Budget	