

Key TRIM Dates for 2011-2012 Budget

Superintendent
presents budget to
School Board for
approval to advertise

First Public
hearing on
the budget

JULY

Thursday, 21st

Saturday, 23rd

Tuesday, 26th

SEPTEMBER

Tuesday, 6th

Ad appears
in the
Tallahassee Democrat

Final public
budget hearing at
the Howell Center

(TRIM: "Truth in Millage" legal deadlines which control the budget cycle)

July 1, 2011 or Certification (Friday)	Receive certification taxable value from Property Appraiser (estimated roll Date, WHICHEVER IS LATER should be available 7-1) (7/1/11 is Friday)
July 21, 2011 (Thursday) 6:00 p.m. Howell Center	Superintendent submits proposed tentative budget to School Board. School Board grants permission to advertise the tentative budget, which must be by the 29 th day. Advertisement must be submitted to the Tallahassee Democrat by noon on July 22, 2011 (Friday).
July 23, 2011 (Saturday)	Public advertisement of tentative budget and proposed millage. Ad also includes "to adopt" proposed millage of capital outlay with prioritized list of projects. AD MUST RUN NO LATER THAN 29TH DAY AND FIRST PUBLIC HEARING MUST BE HELD 2-5 DAYS AFTER ADVERTISEMENT RUNS IN NEWSPAPER.
July 26, 2011 (Tuesday) 6:00 pm - Howell Center	First tentative public budget hearing. Howell Center, 6:00 p.m. HEARING MUST BE HELD NO LATER THAN THURSDAY, JULY 28, 2011.
July 27, 2011 (Wednesday)	Advise appraiser of approved millage. <u>THIS IS A CRITICAL DATE - MUST BE NO LATER THAN 35TH DAY WHICH IS THURSDAY, AUGUST 4, 2011.</u>
August 4-31, 2011	Leadership Team/Superintendent and Board review/revision process.
September 6, 2011 (Tuesday) 6:00 pm - Howell Center	Final public budget/tax millage hearing. Meeting will take place at the Howell Center, 3955 West Pensacola Street at 6:00 p.m. BUDGET MUST BE ADOPTED FROM 65TH - 80TH WHICH IS SATURDAY, SEPTEMBER 3, THROUGH SUNDAY, SEPTEMBER 18, 2011. ALSO, FINAL MEETING TO APPROVE THE 2010-2011 ANNUAL FINANCIAL REPORT APPROVAL TO TRANSMIT THE PROGRAM COST REPORT, AND TO APPROVE THE FINAL BUDGET ADMENDMENTS. LEGAL DUE DATE IS SEPTEMBER 9, 2011.
September 7, 2011 (Wednesday)	Submit approved budget to DOE (within THREE DAYS of adoption).
September 7, 2011 (Wednesday)	Certify adopted millage to property appraiser and tax collector (within THREE DAYS of adoption).
September 23, 2011 (Friday)	Certify compliance with the provisions of Chapter 230, F.S. to Property Tax Administration Office - Florida Department of Revenue (within THIRTY DAYS after adoption of final millage and budget)