



**PLANO INDEPENDENT SCHOOL DISTRICT
BUDGET CALENDAR 2023-2024
BUDGET & TAX RATE PREPARATION/ADOPTION**

DATE	ACTIVITY
November	Budget Training for Departments Open Budget Workbooks for Departments
December	Present planning calendar to Board of Trustees Preliminary student projections established
January	Revenue Projections Budget training for Campuses Campus Allocations distributed Department budget request due to Finance
February	Budget Workshop – Called Board Meeting Build Duty Day Calendars/Schedule System Initialization/Run Initial Snapshot
March	Review staffing allocations and prepare salary estimates Budget planning update for Board of Trustees Campuses budget requests due to Finance
March – April	Reconciliation of proposed campus and department budgets Budget planning update for Board of Trustees
April	Receive Certified Estimate of Taxable Values from Collin County Appraisal District
May	Budget Workshop – Called Board Meeting



**PLANO INDEPENDENT SCHOOL DISTRICT
BUDGET CALENDAR 2022-2023
BUDGET & TAX RATE PREPARATION/ADOPTION**

DATE	ACTIVITY
June	Publish "Notice of Public Meeting to Discuss Budget and Proposed Tax Rate" and post summary of proposed budget on District website Public hearing on the 2023-2024 proposed budget; Board of Trustees adopts the 2023-2024 budget and approves the final 2022-2023 budget amendment
July	Receive Certified Tax Values from Collin County Appraisal District
August - September	Board of Trustees adopts tax rate and approves Certified Appraisal Roll