

LAMAR CISD

2024-25 Budget Development Calendar

September 2023

Close previous fiscal year and review final budget results to identify areas of concern for subsequent fiscal year

Develop 2024-25 budget assumptions

October 2023

Public Education Information Management System (PEIMS) Snapshot for 2023-24

Revenue estimates for 2023-24 are reviewed and updated

Revenue estimates for 2024-25 are calculated and reviewed

November 2023

Comparability Assurance Document (CAD) Deadline

Annual Independent Audit and drafting of District's annual financial report

December 2023

Maintenance of Equity (MOQ) Deadline

January 2024

Board acceptance of Annual Comprehensive Financial Report (ACFR)

Demographic Update

Revenue estimates for 2023-24 are reviewed and updated

Revenue estimates for 2024-25 are reviewed and updated

February 2024

Update financial plan to reflect enrollment projections and develop preliminary staffing needs
Meetings with campuses and departments to discuss budget process for FY 2024-25 budgets as necessary

Benefits and payroll estimates are calculated and reviewed

Release budget packets to campuses and departments

March 2024

Board Budget/Finance Committee Meeting to discuss budget priorities

Campus and department budget entry due in MUNIS (2024-25)

Budget Department compiles feedback and budget submissions and submits to CFO and Cabinet for review

April 2024

Receive preliminary estimate of property values from Fort Bend Central Appraisal District (FBCAD)

Cabinet identifies funding requests to support ongoing programs and the strategic objectives

Cabinet affirms 2024-25 raise scenarios

Revenue estimates for 2023-24 are reviewed and updated

Revenue estimates for 2024-25 are reviewed and updated

May 2024

Benefits, payroll, and revenue estimates are updated
Align revenues and expenditures
Discuss District property values with Board of Trustees
Budget Workshop with Board of Trustees

June 2024

June 1st transaction cutoff for FY 2023-24
Modify the budget as necessary to reflect legislative mandates or adjustment
Revenue estimates for 2023-24 are reviewed and updated
Revenue estimates for 2024-25 are reviewed and updated
Budget Workshop with Board of Trustees

July 2024

Receive certified property tax values from FBCAD
Refine revenue/expenditure budgets
Modify the budget as necessary to reflect legislative mandates or adjustments
Calculate estimated tax rate and voter approval rate
Review Child Nutrition and Debt Service budgets for 2024-25
Budget Workshop with Board of Trustees

August 2024

Revenue estimates for 2023-24 are reviewed and updated
Revenue estimates for 2024-25 are reviewed and updated
Budget Workshop with Board of Trustees
General Fund, Child Nutrition and Debt Service budgets are finalized for Fiscal Year 2023-24 (year-end budget amendment)
Budget notice/public hearing/adoption – for General Fund, Child Nutrition, and Debt Service budgets
Tax rate notice/public hearing/adoption
2024-25 budgets uploaded to the General Ledger

**Dates are subject to change*