

August 2016**Accountability and Assessment**

- 2016 Accountability & PBMAS data posted in TEASE
- Accountability data posted publicly on TEA website (2016 Accountability & Distinctions)
- Public Education Grant list for 2017-2018 posted in TEASE
- Schools post accountability on their website by the 10th day of instruction ([TEC§39.362](#))
- Make Family and Community Engagement Ratings available ([TEC§39.0545](#))
- Review Family and Community Engagement rubrics ([TEC§39.0545](#))

Administration and Leadership

- Review inclement weather procedures with administrative team
- Hold district/campus SBDM Committee elections ([TEC§11.251\(b\)](#))
- Distribute/publish Notification of Parents' Rights ([TEC§26.0](#))
- Distribute copies of TEC§37 and local discipline policies to professional staff before the start of school ([TEC§37.018](#))
- Review/amend Student Code of Conduct*
- Establish at least one Parent-Teacher Organization at each school ([TEC§26.001\(e\)](#))
- Review sexual harassment procedures
- Evaluate district's decision-making and planning policies every two years ([TEC§11.252\(4\)\(d\)](#))

Charter Specific

- Charter calendar due
- Post Charter Superintendent/CEO Salary on local website

Federal and State Programs

- Federal programs compliance report due for previous year
- Review/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Prepare final budget amendments for prior year for September 1 FY*
 - Post on school website a statement that indicates that it adopted a tax rate that will raise more taxes for maintenance and operations than last year's tax rate if applicable
 - Post on school website a summary of the proposed budget if it maintains a website; summary must be concurrently posted with notice of the budget
 - Prominently post on the district's website for three years an external link to the budget adopted by the board of trustees
 - Publish Notice of Public Meeting to discuss Budget and Proposed Tax Rate (Publish at least 10 days before meeting) for September 1 FY
 - Post 72-hour notice of meeting to discuss budget and proposed tax rate
 - Hold meeting to discuss budget and proposed tax rate
 - Post 72-hour notice meeting to adopt budget and tax rate
 - Hold meeting to adopt budget and proposed tax rate on or before August 31st for September 1 FY*
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services. ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))

School Board

- Adopt budget/public hearing
- Approve health insurance
- Budget workshops
- Plan annual teambuilding session
- Order of Trustee election & notice of election for November election
- MOU with juvenile board for districts in counties over 125,000 by September 1 ([TEC§37.010\(a\)](#))*

Special Education

- Special Education Consolidated eGrant due end of August
- Special Education Residential Grant Final Expenditure Report due end of August
- Complete and submit applications for non-ed funding to ESC-20
- State Performance Plan (SPP) Submission Window closes in early August (SPP 7, 11, 12, 13, 14)

Texas Student Data System/PEIMS

- TSDS PEIMS (16-17) ready for users to load data to eDM on August 1st
- Extended year submission (15-16) due to ESC-20 on August 25th (ESY, Bilingual/ESL Summer School, Dual Credit Summer School, OFSDP Credit Recovery Summer School)

Other

- Publish Annual Public Notification of Nondiscrimination in Career Technology Education Programs
- Establish Local School Health Advisory Council ([TEC§28.004](#))

September 2016

Accountability and Assessment

- Review Family and Community Engagement ([TEC§39.0545](#))
- Prepare IR intervention submission preparation, if applicable

Administration and Leadership

- Post current accountability ratings, current TAPR Report and current School Report Card on district website by 10th day of the school year ([TEC§39.362](#))
- Publish name, address, phone number of Title IX Coordinator and complaint procedures
- Post public information (GBA)
- Review 504 procedures
- Identify date for renewal of teacher contracts
- Review and set credit by examination dates
- Prepare board training calendar*

Charter Specific

- Bank Depository Contract due to TEA - December

Federal and State Programs

- NCLB Consolidated Application, if submitting for districts without 12-month grant funded employees
- Review/implement district/campus improvement plans* ([TEC§11](#))
- Prepare PNP Affirmations and Equitable services worksheets for districts with private schools within their boundaries for submission the first of the next month

Finance

- Prepare for annual financial audit September 1 FY
- Distribute tax statements
- Approve Independent Audit Report*
- Calculate State Aid using end-of-first-six-weeks student data
- Review student attendance figures as compared to prior year and budget projections
- Investment policies annual review
- Review pledged securities
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services. ([Government Code §2265.001 \(b\)](#), [House Bill 3693](#), [80th Legislature, Regular Session](#))

School Board

- Board candidate workshop
- Train election judges clerks for November election
- Approve textbook committee membership

Special Education

- SHARS (School Health and Related Services) Reimbursement Report Form (applicable to all LEAs) available mid-September
- Substitute System of Federal Time-and-Effort Reporting LEA Management Certification due to be effective the entire school year (fall, spring, and summer semesters), if applicable
- Special Education Residential Grant Revised Final Expenditure Report due end of September
- Special Education IDEA-B High Cost Grant Final Expenditure Report due end of September

Texas Student Data System/PEIMS

- Extended year (15-16) PEIMS submission due to TEA on September 1st
- Extended year (15-16) PEIMS resubmission due to ESC-20 on September 15th
- Summer (15-16) PEIMS data available to customers on September 15th
- Extended year (15-16) PEIMS resubmission due to TEA on September 22nd
- PEIMS (16-17) Close of school start window on September 30th

October 2016**Accountability and Assessment**

- Review Family and Community Engagement ([TEC§39.0545](#))
- TEA posts Consolidated Accountability report online by October 1st
- PBM Stages of intervention, including LEA Determinations, are released via TEASE
- Prepare IR/PBM intervention submission preparation, if applicable
- Review PEIMS data for all program areas prior to snapshot data (PBM and other accountability areas)

Administration and Leadership

- Review sexual harassment procedures
- Receive Texas Academic Performance Report (TAPR) in November (public hearing of districts annual report required within 90 days of receiving)
- Approve textbook committees*
- Administrators' formative evaluation
- Districts or charter schools that are unable to provide ESL certified teachers to implement the ESL program must request from the commissioner of education a waiver of the certification requirements for teachers will provide ESL instruction as per [19 TAC §89.1207\(b\)](#)

Federal and State Programs

- TEA submission: PNP affirmations and equitable services worksheets
- Annual Survey of Children in Local Facilities for Neglected/Delinquent Survey available on eGrants
- Review/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Review student attendance figures as compared to prior year and budget projections
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))
- Calculate State Aid using end-of-first-six-weeks student data

School Board

- Superintendent's formative evaluation

Special Education

- RF Tracker opens for data entry
- Special Education Consolidated Grant Final and Revised Final Expenditure Reports due October (end of month)
- Special Education IDEA-B High Cost Grant Revised Final Expenditure Report due
- SHARS (School Health and Related Services) Reimbursement Report Form due

Texas Student Data System/PEIMS

- Extended year (15-16) PEIMS data available to customers on October 20th
- PEIMS snapshot (as of) date on October 28th (budget, staff, enrollment, graduation, dropout, leaver and program participation)

November 2016**Accountability and Assessment**

- Texas Academic Performance Report (TAPR) to districts
- Hold public hearing on TAPR report ([TEC§39.053\(b\)](#))
- Prepare IR/PBM intervention submission preparation, if applicable
- Review Family and Community Engagement ([TEC§ 39.0545](#))
- Review Campus(es) and District Improvement Plan(s) ([TEC§11](#))

Administration and Leadership

- [Innovative Course Approval Process](#)
- Review endorsements and course offerings for 2017-2018 ([TAC§74.12](#)). Foundation High School Program begin high school course selection process
- Annual Fingerprinting Certification & Statement of Compliance

Charter Specific

- Bank Depository Contract due to TEA – December
- Charter holder must file annual governance report with Charter Schools Division at TEA, December 1st
- SC5050: Request for Federal Funding & Indirect Cost Rate for Charter Schools – Significant Expansion for Special Education due November for additional IDEA-B funds to be added to current year grant

Federal and State Programs

- Title I Comparability Report
- Review/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Board approved Annual Audit Report due to TEA no later than November 27th for LEAs with June 30th fiscal year-end
- Review student attendance figures as compared to prior year and budget projections
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))
- Approve Independent Audit Report*

School Board

- Canvass trustee election results for November elections*
- Reorganize Board of Trustees after the November election*
- Local orientation for new board members for November election
- ESC Orientation to the Code for new board members for November election
- Statement of Office and Oath of Office for all new trustees for November election
- Review investment policy

Special Education

- SC5100: Special Education Early Intervening Services (CEIS) Data Collection Form due, if applicable
- Identify and report critical needs for non-ed funding to ESC-20 contact

Other

- Child Nutrition Verification process completion deadline, November 15th
- Transportation Operations Report due December 2016

December 2016**Accountability and Assessment**

- Review Family and Community Engagement ([TEC§39.0545](#))
- School Report Card released (send home within six weeks)

Administration and Leadership

- State Compensatory Education ([TEC§29.081](#))

Charter Specific

- Charter holder must file audit report disclosing all management company loans

Federal and State Programs

- NCLB Final Amounts sent out by TEA
- Review/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Review student attendance figures as compared to prior year and budget Projections
- Publish Schedule A-2 from independent audit in local newspaper
- Approve Independent Audit Report*
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))

School Board

- Superintendent's summative evaluation
- Approve independent audit report*
- Report Trustees Training Hours ([TEC§11.159](#)) ([TAC 61, Subchapter A](#))

Special Education

- Substitute System of Federal Time and Effort Reporting LEA Management Certification due to be effective spring and summer semesters only of current year, if applicable

Texas Student Data System/PEIMS

- Fall PEIMS submission due to ESC-20 on December 1st
- Fall PEIMS submission due to TEA on December 8th

Other

- Transportation Operations Report due electronically December 1st

January 2017**Accountability and Assessment**

- Review Family and Community Engagement ([TEC§39.0545](#))
- Notification to parents of eligibility for Public Education Grants by February 1st ([TEC§29.204\(b\)](#))
- District Testing Coordinator attend annual DTC training at ESC-20

Administration and Leadership

- Administrative evaluations
- Ensure School Report Card is included with first semester report card ([TEC§39.305](#))

Federal and State Programs

- Adjust expenditures and amend the NCLB application to appropriate Final Amounts
- Review/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Review student attendance figures as compared to prior year and budget projections
- Approve Independent Audit Report*
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))

School Board

- Superintendent's evaluation and contract*
- Board approved Annual Audit Report due to TEA no later than January 28th for LEAs with August 31st fiscal year-end.
- Approval of Annual Audit for FY*
- Select Auditor for next FY*

Special Education

- Review Legal Framework for updates and link policies and procedures, as applicable
- SC5050: Request for Federal Funding & Indirect Cost Rate for Charter Schools – Significant Expansion for Special Education due January (end of month), if applicable
- Perform the IDEA-B Excess Cost final calculation at the end of the month or after the annual audit is finalized (kept locally, not submitted to TEA)
- Special Education Shared Services Arrangement configuration changes due February 1st

Texas Student Data System/PEIMS

- Fall PEIMS resubmission due to ESC-20 on January 12th
- Fall PEIMS resubmission due to TEA on January 19th
- Mid-Year PEIMS submission due to ESC-20 on January 19th (actual 15-16 financial audit)
- Mid-Year PEIMS submission due to TEA on January 26th

Other

- Child Nutrition Texas Summer Mandate deadline January 31st

February 2017**Accountability and Assessment**

- Review Family & Community Engagement ([TEC§39.0545](#))
- Federal Report Card released

Administration and Leadership

- Develop district goals (District SBDM Committee)
- Review HB 2610 and begin calendar adoption process*

Charter Specific

- Expansion amendments open [TAC§100.1033 \(b\) \(9\) & \(10\)](#)

Federal and State Programs

- Begin budget calendar and budget process for 2017-2018

Finance

- Begin bid for depository contract (due June 15th)
- Calculate State Aid using end of fourth six weeks student data
- Establish scope and details of financial audit
- Calculate enrollment projections
- Review student attendance figures as compared to prior year and budget projections
- Review preliminary 2016 CPTD Value
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))
- Begin budget calendar and budget process for 2017-2018

School Board

- Call trustee election for May*
- Review superintendent evaluation procedures & instrument
- Administrator contracts*
- Review schedule for Texas Public Schools Week
- Approve school calendar*

Special Education

- Special Education Shared Services Arrangement configuration changes due February 1st
- Anticipate maximum entitlements to adjust expenditures and amend eGrant
- Recalculate Private School Proportionate Share prior to submission of eGrant amendment for maximum entitlement

Texas Student Data System/PEIMS

- Mid-Year PEIMS resubmission due to ESC-20 on February 2nd
- Mid-Year PEIMS resubmission due to TEA on February 9th
- Fall PEIMS data available to customers on February 16th

March 2017

Accountability and Assessment

- Review Family & Community Engagement ([TEC§39.0545](#))

Administration and Leadership

- Develop recommendations for teacher contracts
- SBDM Committees develop campus performance objectives*

Federal and State Programs

- Schedule planning meetings with campus staff regarding grant activities for current and next year's applications, CNA and CIP
- Review professional development participation for Title II, Part A compliance report
- Review/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Review student attendance figures as compared to prior year and budget projections
- Continue budget process including proposed salary schedule
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))

School Board

- Order of trustee election and notice of election for May election*
- Adopt district goals*
- Ratify Textbook Committee recommendations*
- Discuss preliminary budget
- Board candidate workshop

Special Education

- Disseminate State parent survey for SPP 8, if included in TEA sampling
- High Cost Fund Eligibility Application (TEASE) for current year available

Texas Student Data System/PEIMS

- Mid-Year data available to customers on March 1st

Other

- Child Nutrition USDA Commodity Food Surveys close, March 15th
- Child Nutrition Community Eligibility Program Data Submission Deadline, March 20th
- Distribute Migrant Survey

April 2017**Accountability and Assessment**

- Review Family & Community Engagement ([TEC§39.0545](#))

Administration and Leadership

- Begin hiring using campus input*
- Develop and recommend summer school plans*
- Develop and recommend school calendar 2017-2018
- E-rate filing window for the Federal Communications Commission's (FCC's) E-rate program opens
- Performance of first-year teachers and the effectiveness of educator preparation programs survey distributed to principals
- Approve out-of-district student transfer requests for 2017-2018

Charter Specific

- SC5050: Request for Federal Funding & Indirect Cost Rate for Charter Schools – Request for Indirect Cost Rate due April (first week)

Federal and State Programs

- Continue budget process
- Schedule/conduct program compliance evaluations for NCLB programs and State Compensatory Education
- Review/evaluate district/campus improvement plans* ([TEC§11](#))

Finance

- Review student attendance figures as compared to prior year and budget projections
- Review preliminary estimate of 2017 CAD Value
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693](#), [80th Legislature, Regular Session](#))

School Board

- Train election judge(s)/clerk(s) for May election
- Recommend school calendar 2017-2018*
- Formative superintendent evaluation
- Discuss preliminary budget

Special Education

- MOE (Maintenance of Effort) for Special Education Preliminary Analysis of compliance released by TEA
- High Cost Fund Eligibility Application (TEASE) for current year due

Other

- Child Nutrition Financial Report deadline, April 1st
- Child Nutrition Food Service Management Company Contract deadline, April 30th

May 2017

Accountability and Assessment

- Review Family & Community Engagement ([TEC§39.0545](#))

Administration and Leadership

- Establish summer Central Office hours
- Continue hiring using campus input*
- Gun-free schools report available
- Review and set credit by examination dates
- Evaluate district's decision-making and planning policies procedures every two years ([TEC§11.252\(d\)](#))
- Solicit input from district/campus committees regarding number and length of written reports required ([TEC§11.164](#))

Federal and State Programs

- Complete local evaluations for Federal Programs & State Comp Ed.
- Continue budget process
- Annual Evaluation of district and campus parental involvement policies
- ISDs begin outreach to private schools within their boundaries for equitable services participation in 2017-2018
- Review/evaluate/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Review student attendance figures as compared to prior year and budget projections
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))

School Board

- Canvass trustee election results for May elections*
- Reorganize Board of Trustees after the May Election*
- Review code of ethics for board members
- Local orientation for new board members for May election
- ESC Orientation to the Code for new board members for May election
- Review/amend Student Code of Conduct*
- Review and identify areas for board training
- Hire staff using campus input*
- Discuss preliminary budget

Special Education

- Substitute System of Federal Time and Effort Reporting LEA Management Certification due to be effective summer semester only of current school year, if applicable

June 2017**Accountability and Assessment**

- Submit Family & Community Engagement in Summer PEIMS submission ([TEC§39.0545](#))

Administration and Leadership

- Hire staff using campus input*
- Annual report to Commissioner on expulsions and AEP placements
- TEA submission: Gun-free schools report

Federal and State Programs

- 2017-2018 NCLB Application due by end of month if district has 12-month grant-funded employees
- ISDs finalize private school proportionate share for NCLB application submission if private schools participating in services
- Final opportunity to amend current year NCLB Consolidated application
- Ongoing data collection for compliance reports
- Finalize district/campus improvement plans* ([TEC§11](#))

Finance

- Budget adoption procedures for July 1 FY districts
 - Post on school website a statement that indicates that it adopted a tax rate that will raise more taxes for maintenance and operations than last year's tax rate
 - Post on school website a summary of the proposed budget if it maintains a website: summary must be concurrently posted with notice of the budget
 - Prominently post on the district's website for three years an external link to the budget adopted by the board of trustees
 - Publish Notice of Public Meeting to Discuss Budget and Proposed Tax Rate (publish at least 10 days before meeting) for July 1 FY
 - Post 72-hour notice of meeting to discuss budget and proposed tax rate
 - Hold meeting to discuss budget and proposed tax rate
 - Post 72-hour notice meeting to adopt budget and tax rate
 - Hold meeting to adopt budget and proposed tax rate July 1 FY*
- Calculate state aid earned using end-of-year student data
- Review student attendance figures as compared to prior year and budget Projections
- Prepare for annual financial audit September 1 FY
- Run district estimate of state aid for next school year with preliminary tax roll figures
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\), House Bill 3693, 80th Legislature, Regular Session](#))
- Depository contract due to TEA by June 15
- Route Service Report due July 1, 2017

School Board

- Review and adopt salary schedules*
- Hire staff using campus input*
- Schedule budget workshops
- ESC-20 Commitment forms*
- Recommend student insurance carrier*
- Review student and staff handbooks*
- Review and amend Student Code of Conduct*

Special Education

- Special Education Consolidated Grant (eGrants) application for upcoming year available
- Special Education Consolidated Grant (eGrants) amendment for current year due June (mid-month)
- Special Education Residential Grant (eGrants) application and amendment for current year due
- Review Excess Cost Calculation Tool for assurances within the eGrant application

Texas Student Data System/PEIMS

- Summer PEIMS submission due to ESC-20 on June 15th (attendance, discipline, classroom link, teacher demographics)
- Summer PEIMS submission due to TEA on June 22nd

Other

- Child Nutrition Program Application Agreement renewal deadline, June 30th

July 2017**Accountability and Assessment**

- Review Family & Community Engagement ([TEC§39.0545](#))

Administration and Leadership

- ESC-20 Commitment forms*
- Hire staff using campus input*
- Develop calendar for teacher appraisal and designate second appraiser(s)*
- Review administrator appraisal calendar
- Review student and staff handbooks*
- Review and amend Student Code of Conduct*
- Pressure test natural gas piping (every 2 years) ([TAC§8.230\(4\)\(A\)](#))

Federal and State Programs

- Submission to TEA: mid-July (date fluctuates per PEIMS data submission). Districts and charters receiving more than \$500,000 in State Compensatory Education must submit one or all three of the following: SCE program evaluations, specific campus CIP and DIP plans. Reference FASRG, Module 9 for specifics.
- Review/update/train district policies and procedures per EDGAR as applicable.
- State Compensatory Evaluation

Finance

- Review student attendance figures as compared to prior year and budget projections
- Run district estimate of state aid for next school year with certified tax roll
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001\(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))

School Board

- Discuss preliminary budget
- Review Truth & Taxation Handbook for Texas Comptroller's Office with business manager
- Schedule Board budget meeting(s)
- Recommend student insurance carrier

Special Education

- Special Education Consolidated Grant (eGrants) application for upcoming year due July 1, for effective date of July 1st
- Special Education IDEA-B High Cost Grant (eGrants) application and amendment for current year due
- Special Education Consolidated Grant (eGrants) application for upcoming year due in August, if submitted after July 1st

Texas Student Data System/PEIMS

- Summer PEIMS resubmission due to ESC-20 on July 13th
- Summer PEIMS resubmission due to TEA on July 20th

August 2017**Accountability and Assessment**

- Review Accountability Data Tables
- Accountability Data posted publicly on TEA website
- Review Family and Community Engagement ([TEC§39.0545](#))

Administration and Leadership

- Review procedures for dismissal of school due to weather conditions
- Distribute copies of TEC Chapter 37 and local discipline policies to professional staff ([TEC§37.018](#))
- Review/amend Student Code of Conduct*
- Hold District & Campus SBDM Committee Elections ([TEC§ 11.251\(b\)](#))
- Distribute/publish Notification of Parents' Rights ([TEC§26.0](#))
- Establish at least one Parent-Teacher Organization at each school ([TEC§26.001\(e\)](#))
- Evaluate district's decision-making and planning policies every two years ([TEC§11.252\(4\)\(d\)](#))

Charter Specific

- Charter calendar due
- Post charter superintendent/CEO Salary on local website

Federal and State Programs

- Federal programs compliance report due for previous school year
- Review/implement district/campus improvement plans* ([TEC§11](#))

Finance

- Prepare final budget amendments for prior year for September 1 FY*
 - Post on school website a statement that indicates that it adopted a tax rate that will raise more taxes for maintenance and operations than last year's tax rate
 - Post on school website a summary of the proposed budget if it maintains a website; summary must be concurrently posted with notice of the budget
 - Prominently post on the district's website for three years an external link to the budget adopted by the board of trustees
 - Publish Notice of Public Meeting to Discuss Budget and Proposed Tax Rate (Publish at least 10 days before meeting) for September 1 FY
 - Post 72-hour notice of meeting to discuss budget and proposed tax rate
 - Hold meeting to discuss budget and proposed tax rate
 - Post 72-hour notice meeting to adopt budget and tax rate
 - Hold meeting to adopt budget and proposed tax rate on or before August 31 for September 1 FY*
- Post metered amounts of electricity, water and gas consumption for which the district is required to pay and aggregate amounts of those services ([Government Code, §2265.001 \(b\)](#), [House Bill 3693, 80th Legislature, Regular Session](#))

School Board

- Budget workshops
- Adopt budget/public hearing
- Approve health insurance
- Plan annual teambuilding session
- Order of Trustee election & notice of election for November election
- MOU with juvenile board for districts in counties over 125,000 by September 1st ([TEC§37.010\(a\)](#))*

Special Education

- Special Education Consolidated eGrant due end of August
- Special Education Residential Grant Final Expenditure Report due end of August
- Complete and submit applications for non-ed funding to ESC-20
- State Performance Plan (SPP) Submission Window closes in early August (SPP 7, 11, 12, 13, 14)

Texas Student Data System/PEIMS

- Extended year (16-17) PEIMS submission due to ESC-20 on August 24th (ESY, Bilingual/ESL Summer School, Dual Credit Summer School, OFSDP Credit Recovery Summer School)
- Extended year submission due to TEA on August 31st

September 2017

Texas Student Data System/PEIMS

- Extended Year resubmission due to ESC-20 on September 14th
- Summer PEIMS data available to customers on September 14th
- Extended Year resubmission due to TEA on September 21st

October 2017

Texas Student Data System/PEIMS

- Extended Year data available to customers October 19