



# Pacifica School District

375 Reina Del Mar Avenue ★ Pacifica, California ★ 94044  
(650) 738-6600 ★ (650) 557-9672 (fax)

Preparing Students for an Evolving World  
[www.pacificasd.org](http://www.pacificasd.org)

## MEMORANDUM

Administrative Services

Meeting of

02/11/15

TO: Wendy S. Tukloff, Ed.D., Superintendent  
For Board of Trustees  
FROM: Josephine Peterson, Chief Business Official  
SUBJECT: Budget Development Calendar

---

### Recommendation

It is recommended that the Board of Trustees approve the Budget Development Calendar for the preparation and adoption of the 2015-2016 Budget.

### Background

The budget development process begins well in advance of the next fiscal year. One of the initial steps is to establish the Budget Development Calendar, which provides an orderly process that meets State and Local Board requirements while providing appropriate time for public and employee review and input.

AB1200, fiscal accountability legislation, mandates timelines for Budget adoption by local districts. Under current law, the Final Budget must be filed with the San Mateo Office of Education on or before July 1 and must be approved or disapproved by the County Superintendent by August 15, 2015. AB1200, Fiscal Accountability, allows districts to revise their adopted Budget within 45 days of the date the Governor signs the State Budget Act.

The District has scheduled two study sessions to review the Local Control Accountability Plan (LCAP) & Budget on March 4, 2015 and May 27, 2015. Subsequent budget study sessions and agendaized discussions at regular meetings may be scheduled. A public hearing will be held on June 3, 2015 to review the District's Local Control and Accountability Plan (LCAP) and Budget. The adoption of the final LCAP and Budget is scheduled for June 17, 2015.

**Pacifica School District  
Budget Development Calendar  
Fiscal Year 2015-2016**

<b>Activities</b>	<b>Dates</b>	<b>Requirement</b>
Governor's 2015-2016 Proposed Budget for K-12 Education	January 2015	State Requirement
2014-2015 Second Interim Report presented	March 2015	State Requirement
2015-2016 Tentative Budget presented to the Board of Trustees (Work Study Session)	May 2015	Local Requirement
Publish the Notice of the Public Hearing on LCAP/Proposed Budget (10 days prior to Hearing)	May 20, 2015	State Requirement
Initial Public Hearing on LCAP/Proposed Budget	June 3, 2015	State Requirement
Proposed Final Budget Document available for Public Review at the District Office (3 days prior to Hearing)	June 12, 2015	State Requirement
Public Hearing on the Proposed (Final) Budget	June 17, 2015	State Requirement
Adopted Budget approved/disapproved by San Mateo County Superintendent	August 15, 2015	State Requirement E.C. 42127
Revisions to 2015-2016 Budget	TBD	State Requirement 45 days after the Governor signs the Budget Act. District may make revisions to its adopted budget as a result of changes to the adopted State budget.
2014-2015 Unaudited Actuals Approved by the Board of Trustees	September 15, 2015	State Requirement
Gann Limit Resolution Approved by the Board of Trustees	September 30, 2015	State Requirement