

## DISTRICT 34 OPERATIONAL CALENDAR

JULY	<ul style="list-style-type: none"> <li>• Year End Tentative Financial Report</li> </ul>
AUGUST	<ul style="list-style-type: none"> <li>• Copy Fee Designation</li> <li>• Assessment Schedule</li> <li>• Wednesday Early Release Schedule</li> <li>• Grade Reporting Schedule</li> <li>• Bids (Milk, Fuel, etc.)</li> <li>• Back-to School Teacher Institute Agenda</li> <li>• New Teacher Induction Agenda</li> <li>• Audit Begins</li> <li>• Tentative Budget Presented</li> <li>• Transportation Claim Due</li> </ul>
SEPTEMBER	<ul style="list-style-type: none"> <li>• Welcome New Teachers</li> <li>• Annual Recognition of Schools</li> <li>• Institute Agenda</li> <li>• Summer School Report</li> <li>• Survey Results for New Teacher Induction</li> <li>• Admin. Salary Compensation Report</li> <li>• ESPs Over \$75,000 Report</li> <li>• Admin. &amp; Teacher Salary Benefit Report</li> <li>• Finalize Budget for Approval</li> <li>• National School Lunch Price Approval</li> </ul>
OCTOBER	<ul style="list-style-type: none"> <li>• Administrative Cap Hearing/Resolution</li> <li>• Quarterly Financial Update</li> <li>• NWEA Fall Testing Information</li> <li>• Assessment Overview</li> <li>• Audit Presented and Filed</li> </ul>
NOVEMBER	<ul style="list-style-type: none"> <li>• Parent letter related to fall assessments</li> <li>• Tentative Levy Presented</li> <li>• Approval of Farm Leases</li> <li>• Five Year Projection Updated</li> </ul>
DECEMBER	<ul style="list-style-type: none"> <li>• Finalize Levy for Adoption</li> <li>• Annual Statement of Affairs Presented</li> </ul>
JANUARY	<ul style="list-style-type: none"> <li>• Quarterly Financial Update</li> <li>• Tax Exempt Property</li> </ul>
FEBRUARY	<ul style="list-style-type: none"> <li>• Determination of Student Fees for Next School Year</li> <li>• Budget Process Commenced</li> </ul>
MARCH	<ul style="list-style-type: none"> <li>• Financial Profile</li> <li>• Bus Hazards Report</li> <li>• Student Insurance Approval</li> </ul>
APRIL	<ul style="list-style-type: none"> <li>• Declare Last Day of Attendance for Current Year</li> <li>• Annual Indemnification for County</li> <li>• Report on Impact Fees</li> <li>• Approval of Summer Help</li> <li>• Summer School Brochure</li> <li>• Summer Projects Identified</li> <li>• Furniture/Equipment Replacement Identified</li> <li>• Quarterly Financial Update</li> <li>• School Bus Purchases</li> </ul>
MAY	<ul style="list-style-type: none"> <li>• Finalize Health Insurance Premium</li> <li>• Janitorial Supplies Bid</li> <li>• Office Supplies Bid</li> <li>• Staffing Projections for Next School Year</li> <li>• Five Year Projection Updated</li> </ul>
JUNE	<ul style="list-style-type: none"> <li>• Adoption of prevailing wage</li> <li>• Appoint Treasurer</li> <li>• Identify District Goals for Next School Year</li> <li>• Superintendent's Evaluation</li> <li>• District's Data Results</li> <li>• General State Aid</li> </ul>