



Presentation for Public Hearing on Certified Budget

Your school board is required to publish the proposed budget, hold a public hearing on the proposed budget and approve your district's certified budget by April 15 prior to the start of the budget year.

Here is a list of topics that may be covered in a presentation on your district's proposed certified budget:

1. **Iowa law** relative to the certified budget (see second page of this document).
2. Copy of the **Published Budget** (Tab "Publication" or "Proposed" on the School District Startup file from the Department of Management [DOM]).
3. Summary of **expenditures by function** for all funds, which includes:
 - a. Instruction
 - b. Support Services
 - c. Non-instructional Programs
 - d. Other Expenditures(Tab "Publication" or "Proposed" on the School District Startup file DOM)
4. Comparison of total revenue and expenditures **by fund**, with a comparison to prior year (FY Worksheets on the School District Startup file DOM).
5. Listing of **assumptions** included in the proposed budget - for example - enrollment, supplemental state aid, compensation (salary and benefits), etc. (District's forecasting model)
6. **Major changes** in the budget - for example – staffing levels; educational programming, operational changes, other significant budget increases or reductions, categorical funding changes, etc. (District's forecasting model)

7. Summary of **Tax Rates** with a comparison to the prior year and discussion of rationale behind changes in your district's individual tax rates and overall tax rate from one year to the next. (Tab "TaxCert" current and prior year or District's forecasting model)
8. Estimated changes in **Financial Health** measures – such as – Unspent Authorized Budget Ratio, Solvency Ratio, etc. (District's forecasting model)

Iowa Law, Chapter:

24.3 Requirements of local budget. No municipality [definition includes school districts] shall certify or levy in any fiscal year any tax on property subject to taxation unless and until the following estimates have been made, filed, and considered, as hereinafter provided:

1. The amount of income thereof for the several funds from sources other than taxation.
2. The amount proposed to be raised by taxation.
3. The amount proposed to be expended in each and every fund and for each and every general purpose during the fiscal year next ensuing, which in the case of municipalities shall be the period of twelve months beginning on the first day of July of the current calendar year.
4. A comparison of such amounts so proposed to be expended with the amounts expended for like purposes for the two preceding years.

24.12 Record by certifying board. After the hearing has been concluded, the certifying board shall enter of record its decision in the manner and form prescribed by the state board and shall certify the same to the levying board...

24.17 Budgets certified. The local budgets of the various political subdivisions shall be certified by the chairperson of the certifying board or levying board, as the case may be, in duplicate to the county auditor not later ... if the political subdivision is a school district, as defined in section 257.2, its budget shall be certified not later than April 15 of each year.