



Annual Calendar - Board Approvals

January	*Election order calling election in the three (or more) districts whose trustees' terms are expiring in May CIP Committee Membership Recommendations
February	
March	Annual Contract/Engagement of External Auditors Tuition/Fee Schedule Annual Evaluation of the District Director of Internal Audit Board Votes on Exemption for State Charitable Campaign *Order cancelling any elections in districts where candidate is unopposed
April	Fiscal Affairs Budget Background Presentation Recommendation of Promotion in Rank Reappointment of Faculty
May	Reappointment of Administrative Contracts Recommendation of Tenure Budget Presentation Internal Audit Department – Audit Plan and Budget Election of new officers for 2-year term (can be elected in May or June)
*May Special Board Meeting – to canvass election results and post official results	
June	Budget Adoption Election of new officers for 2-year term (can be elected in May or June)
July	No Scheduled Board Meeting
August	External Audit Planning Update Proposed Budget presented to Board of Trustees Discussion of effective tax rate and roll-back rate and schedule two public hearings (August & September) 1 st Public Hearing on Tax Rate
September	2nd Public Hearing on Tax Rate Regular Board Meeting to Adopt Tax Rate Annual review of list of qualified brokers as required by the Public Funds Investment Act (PFIA) Review of Investment Policy as required by the Public Funds Investment Act (PFIA)
October	External Audit Update Update of Internal Audit Plan
November/ December	ACCD's Annual Financial Reports External Auditor's Reports CIP Annual Report

*Items to address in even-numbered years