

**Texas Education Agency
Division of Financial Compliance**

Notification of Intent to Change the Fiscal Year Start Date

In accordance with Texas Education Code, Section 44.0011, the board of trustees of the district determines whether the fiscal year of a school district begins on July 1 or September 1 of each year.

Instructions:

- Please provide the indicated information and signatures where indicated.
- This form should be filed no later than June 30th, one year before the district's change in fiscal year start date.
- If the district decides NOT TO CHANGE (after submission of this form) or decides to CHANGE BACK to a September 1st start date, please submit a new form to the Division of Financial Compliance.
- Special Note: Charter Schools must amended their charter prior to submission of this form

Change Start Date to (check one): **July 1st** **September 1st**

Start Date of New Fiscal Year (e.g. July 1, 2015): _____

Name of District: _____

County-District Number: _____

Regional Service Center Number: _____

Approved Copy Of School District Board of Trustees Minutes Approving Change In Fiscal Year Start Date (Required).

➤ Type Name of Superintendent: _____

Signature of Superintendent: _____ Date: _____

➤ Type Name of School Board President: _____

Signature of Board President: _____ Date: _____

Please email this form and a copy of board minutes to **FiscalYearChange@tea.texas.gov**

Questions concerning this form may be forwarded to Division of Financial Compliance at (512) 463-7652.