

TEA Financial Compliance Division Calendar			
Item	Due Date	Submission Format	Additional Information
Annual Financial Report - ISD & ESC	January 28 (or November 27, if June 30 fiscal year end)	PDF and data feed text file (PDF and data feed files submitted through a TEAL Audit account)	Financial Accountability System Resource Guide (FASRG), Module 1, section 1.5; FASRG Financial Accounting and Reporting, Appendices F; and TEC §48.008
Annual Financial Report – Charter School	January 28 (or November 27, if June 30 fiscal year end)	PDF and data feed (PDF and data feed files submitted through a TEAL Audit account), and <i>Charter School Annual Financial Report Data Template</i> (emailed to: financialaccountability@tea.texas.gov)	Financial Accountability System Resource Guide (FASRG), Module 2, section 2.2.9 and section 2.3; and TEC §48.008
Depository Contract – ISD	June 15 (two year term, may be extended twice)	<i>Depository Contract for Funds</i> is no longer required to be submitted to TEA. If district changes direct deposit account information, it must submit a new <i>Direct Deposit Authorization</i> form to TEA.	TAC §109.51-2; TEC §45.201-9; and TEC §45.208(e)
Depository Contract – Charter School	December 1 (every year)	Completed and signed <i>Depository Contract for Funds of Open-Enrollment Charter Schools</i> (or if no changes, provide a statement to this effect) submitted through a TEAL Audit account	TAC §100.1007; TAC §100.1013; TAC §100.1043(b); and TEC §12.107
Fiscal Year Change	June 30 (of the year preceding start date change)	<i>Form FIN-003</i> (include copy of board minutes if submitted after June 30)	FASRG, Module 1, section 1.1.5
Superintendent Buyout	60 days following payment(s) or agreement to make payment(s), whichever is sooner	<i>Form AUD001R01</i> , settlement agreement, and employment contract (also applies to charter schools, effective June 2021)	TAC §105.1021; TEC §11.201; and TEC §12.104(b-4)