

**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 30<sup>th</sup>, 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 1<sup>st</sup> 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 1<sup>st</sup>**             **September 1<sup>st</sup>**

**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, fax or mail this form and a copy of board minutes to one of the addresses listed below.

Email: schoolaudits@tea.texas.gov

Fax: (512) 463-1777

Mail: Texas Education Agency  
Division of Financial Compliance  
1701 North Congress Avenue  
Austin, Texas 78701-1494

Questions concerning this form may be forwarded to Division of Financial Compliance at (512) 463-9095.