

FISCAL MANAGEMENT

CODE: DBC
POLICY

BUDGET PLANNING AND PREPARATION

Budget planning and preparation in this district will be an integral part of program planning so that the annual operating budget may effectively express and implement all programs and activities of the school system. Budget planning and preparation will be a year-round process involving broad participation of administrators, principals, secretaries, teachers, custodians, lunch room supervisor, bus drivers, and others who will need materials, supplies, equipment, or services throughout the school year.

The superintendent will have responsibility for budget preparation, including the construction of, and adherence to, a budget calendar. It is expected that administrators, faculty and staff will participate in the budget building process in accordance with the budget calendar set forth by the superintendent.

The budget request will reflect the principal's judgment as to the most effective way to use resources in achieving progress toward educational objectives of the school.

The board will give careful consideration to budget requests, review allocations for fairness and for their consistency with educational priorities of the school system.

NEW POLICY

ADOPTION DATE: AUGUST 22, 1989

REVISION DATE: JUNE 17, 2015