

Policy 703.1: Budget Planning

Status:
ADOPTED

Prior to certification of the budget, the board will review the projected revenues and expenditures for the school and make adjustments where necessary to carry out the education program within the revenues projected.

A budget for the school is prepared annually for the board's review. The budget will include the following:

- the amount of revenues from sources other than taxation;
- the amount of revenues to be raised by taxation;
- an itemization of the amount to be spent in each fund; and,
- a comparison of the amount spent and revenue received in each fund for like purposes in the two prior fiscal years.

It is the responsibility of the board secretary to prepare the budget for review by the board prior to the April 15 deadline each year.

Prior to the adoption of the proposed budget by the board, the public is apprised of the proposed budget for the school. Prior to the adoption of the proposed budget by the board, members of the school district community will have an opportunity to review and comment on the proposed budget. A public hearing for the proposed budget of the board is held each year in sufficient time to file the adopted budget no later than April 15.

The proposed budget filed by the board with the board secretary and the time and place for the public hearing on the proposed budget is published in the official publication in the school district.

The board may amend the budget for the fiscal year in the event of unforeseen circumstances. The amendment procedures will follow the procedures for public review and adoption of the original budget by the board outlined in these policies.

It is the responsibility of the CEO and the board secretary to bring any budget amendments necessary to the attention of the board.

Approved 6/25/2023 - Reviewed _____ -