Subject: Budget Planning

Budget planning for the District will be an integral part of program planning so that the annual operating budget may effectively support programs and activities of the school system. Budget planning will be a year-round process involving participation of District-level administrators, principals, directors, coordinators, teachers, and other personnel.

The Superintendent will have overall responsibility for budget preparation, including the construction of, and adherence to, a budget calendar. Program managers will develop and submit budget requests for their particular areas of responsibility after seeking the advice and suggestions of staff members.

Principals will develop and submit budget requests for their particular schools after seeking the advice and suggestions of staff members. Each school's budget request will reflect the principal's judgment as to the most effective way to use available resources in achieving progress toward the approved educational objectives of the school. Program budgets and school budgets will reflect state and/or federal requirements, special sources of funding, and District objectives and priorities.

The Board will give consideration to budget requests, and will review allocations for fairness and for their consistency with the school system's educational priorities.

Approved: Board of Education
November 19, 2001

Approved: Board of Education
May 1, 2002

Approved: Board of Education
June 13, 2007