

Budget Preparation - DBD

Budget preparation for School District No. 9 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, teachers, custodians, lunchroom supervisor, bus drivers, and others who will need materials, supplies, equipment, or services throughout the school year.

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

The budget request will reflect the Principal's judgement as to the most effective way to use resources in achieving progress toward educational objectives of the schools.

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

Budget allocations shall be made only for materials requested except in unusual circumstances.

(Adoption date 11/19/80)