

**#9350****Control of Funds**

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The Board of Education shall be responsible for preparing and presenting an estimated budget for review and approval, in accordance with the Madison Town Charter. The Board of Finance will present a recommended budget to the electorate at the Annual Budget Meeting.

The estimated budget shall be submitted to the Board of Selectmen, who will present it to the Board of Finance not later than two months preceding the Annual Budget Meeting. The Board of Education shall appear before both the Board of Selectmen and the Board of Finance to document the budget proposal.

Upon appropriation of funds by the Board of Finance, the funds shall be expended by and at the discretion of the Board of Education. The Superintendent shall allocate funds as to programs and/or function. All expenditures for school purposes, from town appropriations, shall be requested through the Superintendent. Bills to be paid from town appropriations shall be presented to the Town Treasurer for payment upon approval by the Board of Education.

The Board of Education may transfer any unexpended or non-contracted portion of any appropriation for school purposes to any other item of such itemized estimate. Expenditures shall not exceed the appropriation made by the town. If any occasion arises whereby additional funds are needed, the Chairperson shall notify the Board of Finance in accordance with the Madison Town Charter and submit a request for additional funds. No additional funds shall be expended unless such supplemental appropriation is granted.

The annual report of the Board of Education, as well as the budget document, shall include a summary showing:

- the total cost of operating and maintaining the schools
- the amount received from the state and other sources for the operation and maintenance of the schools
- the net cost to the town for the operation and maintenance of the schools.

Legal References: CT. Gen. St., # 10-222, 10-240, 10-241, 10-242, 10-243, 10-248  
Town of Madison Charter, Sec. 3-8, 5-51D, 8-5.

Adopted: 2/7/72  
Revised: 6/19/90