

BOARD POLICY

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FISCAL MANAGEMENT BUDGET PREPARATION AND ADOPTION

APRIL 14, 2014

It shall be the responsibility of the superintendent to have prepared prior to the beginning of the fiscal year a tentative budget for the following school year. This tentative budget shall include all the anticipated ~~receipts~~ **revenues** and expenditures for the coming school year.

Upon receipt of the tentative budget, the Board of Education shall delegate to the superintendent the responsibility to establish all budget meeting dates in accordance with law.

Prior to final adoption of the budget, the Board of Education shall publish, in accordance with laws, in a newspaper having a general circulation throughout the district a notice of its intent to review and adopt the final budget in a public hearing. The notice shall appear at least seven days prior to the Board meeting and shall include such information as the date, time, and place of such hearing.

At this public hearing, the Board shall provide copies of budget summaries by ~~state code classification~~ **school accounting code** for the general public. It is further the intent of the Board that these same copies shall be available to the public one week prior to the budget review meeting.

The Board of Education shall adopt the budget at a formal Board meeting. The superintendent shall provide periodic reports to the Board of Education which show the status of all of the ~~Board's~~ **District's** funds in the various state school accounting codes.

Copies of the final adopted budget shall be available at the Board of Education office and on the District website.