

Non-Instructional Operations

Series 700

Policy Title: Preparation of the Working Budget Document

Code No. 703.3

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The preparation of the line-item budget document shall be the responsibility of the Director of Business Operations and Superintendent of Schools. At a meeting in April, the Superintendent of Schools shall present to the Board of Directors a preliminary budget projection of the financial needs of the school district for the ensuing fiscal year. A complete line-item budget shall be prepared by the Director of Business Operations and Superintendent of Schools and presented to the Finance/Audit Committee at a meeting in November.

Note: A draft of the working budget will be prepared by the Director of Business Operations and presented to the Superintendent for final review. Periodic changes to the working budget shall be made when significant funding cuts, additions or changes occur throughout the year.

Adopted: Fall, 1969

Legal Reference: (Code of Iowa)

Reviewed: September 22, 2014

January 14, 2019

Amended: April 12, 1993

March 1, 2010

October 6, 2014

Cross Reference: