

ANNUAL BUDGET

The school district budget will be prepared by the superintendent, with the assistance of the business manager, and presented to the Board for review and adoption. The superintendent will establish a time line for budget consideration, subject to the provisions of state law.

Administrators will develop and submit budget requests for their administrative units after seeking the advice and suggestions of staff members.

The superintendent is authorized to spend money specified in the adopted budget without further approval of the Board. School Board approval must be secured to expend money in excess of that allocated to budget functions or to transfer surplus funds among budget functions.

Administrators will be responsible for observing budget allocations for their administrative units.