

Policies of the Board of Education

Section D           Fiscal Management

ANNUAL OPERATING BUDGET

400.2

The school budget is the legal basis for the establishment of tax rates. It is the legal document which describes the programs to be conducted during a given period of time. And it is the operational plan, stated in financial terms, for the conduct of all programs in the school system. The annual school budget process is an important function of school district operations and should serve as a means to improve communications within the school organization and with the residents of the school community.

Public school budgeting for Wisconsin schools is regulated and controlled by legislation, State Department of Instruction regulations, and local school board requirements.

Annual and Long-Range Budgeting Wisconsin systems are required to budget only for a twelve (12) month period of time which includes a fiscal year from July 1 through June 30. Budgeting for a period of time greater than one year is desirable and encouraged for long-range planning but such long-range budgeting is not presently a requirement of local educational agencies.

Budget Officer This responsibility is assigned to the District Administrator. This responsibility may be delegated to another school employee. The general areas of responsibility of the budget officer are: Budget preparation, budget presentation, and budget administration.

Adopted by the School Board April 10, 1995