

LINE MOUNTAIN SCHOOL DISTRICT

SECTION: FINANCES

TITLE: BUDGET PREPARATION

ADOPTED: September 26, 1979

REVISED: October 30, 1989
March 23, 2021

	<p style="text-align: center;">603. BUDGET PREPARATION</p> <p>1. Purpose The Board considers the preparation of an annual budget to be one of its most important responsibilities because the budget is the financial reflection of the educational plan for the district. The budget shall be designed to carry out that plan in a thorough and efficient manner and to maintain the facilities and honor the obligations of the district.</p> <p>2. Authority The proposed budget should be reviewed by the Board; but once adopted, it deserves the support of all members of the Board regardless of their position when adoption was voted.</p> <p>The proposed budget shall annually be prepared adhering to the "timelines for events Related to Budget Process, Special Sessions Act 1 of 2006," as provided annually by PDE. The proposed final version should be accepted not later than May 31 and the final version adopted not later than June 30 of the year annually. The Board may schedule a special meeting(s) to review the proposed budget prior to adoption.</p> <p>The administration shall answer any questions from the Board to ensure that members understand the need for each expenditure. The Board recognizes its obligation to taxpayers to approve only those expenses reasonably required to provide an educational program suitable to the needs and desires of the district.[1]</p> <p>The budget should evolve primarily from the needs of the individual schools and programs as expressed by the administrative staff and be compatible with district's goals and strategic plan.</p> <p>In preparing the budget, the responsible administrator shall set general priorities of expenditures for:</p> <ol style="list-style-type: none"> 1. Staff for the maintenance of current programs. 2. Equipment and supplies for the maintenance of current programs.
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3. Maintenance of existing facilities and equipment.
4. New staff for the improvement or expansion of current programs.
5. New equipment and supplies for the improvement or expansion of current programs.

When presented to the Board for review, the budget shall contain the proposed revenue and expenditure in each financial category for the ensuing school year, and an estimate of:

1. The revenue and expenditure in each financial category for the current school year.
2. The amount of surplus anticipated at the end of the current school year.
3. An explanation of each item of expense proposed, upon request.

Legal

1. 24 P.S. 687
 2. 24 P.S. 601
 3. 53 P.S. 6926.311
 4. Pol. 604
 5. 53 P.S. 6926.302
 6. 53 P.S. 6926.333
- 53 P.S. 6926.301 et seq