

SUGAR VALLEY RURAL CHARTER SCHOOL

POLICY NUMBER: 602
SECTION: FINANCES
TITLE: **BUDGET PLANNING**
DATE ADOPTED: NOVEMBER 1998
DATE LAST REVISED: NOVEMBER 2008

BUDGET PLANNING

AUTHORITY

The budget shall be designed to reflect the Board's goals and objectives concerning the education of students. Therefore, the budget shall be organized and planned to ensure adequate understanding of the financial needs associated with program support and development. The financial requirements of district programs shall be reviewed on a continual basis.

DELEGATION OF RESPONSIBILITY

To meet the objectives of this policy, the Board directs the CEO to:

1. Include in all ongoing district studies of the educational program an estimated annual cost of implementation.
2. Prepare a long range plan for annual maintenance and replacement of facilities and equipment.
3. Maintain an inventory and replacement schedule of all school equipment.
4. Establish a projected budget of expenditures and income for the current year and ensuing year.
5. Prepare an annual estimate of anticipated school enrollments.
6. Prepare an annual staffing plan.
7. Maintain a plan of anticipated revenues based on changes in state and federal legislation.
8. Report to the Board any serious financial implications arising from the budget plan.

REFERENCES:

SC 433, 601, 664, 687