

SUGAR VALLEY RURAL CHARTER SCHOOL

POLICY NUMBER: 604
SECTION: FINANCES
TITLE: **BUDGET ADOPTION**
DATE ADOPTED: NOVEMBER 1998
DATE LAST REVISED: DECEMBER 2008

BUDGET ADOPTION

PURPOSE

It is the philosophy of the Board that the annual budget proposal represents the position of the Board, and all reasonable means shall be employed to present and explain the proposed budget to all school residents and taxpayers.

AUTHORITY

At least thirty (30) days prior to adoption of the final budget, the Board shall prepare and present a proposed budget, which shall be set forth in detail using the forms required by the State Department of Education.

The proposed budget shall be available for public inspection at the school's main office at least twenty (20) days prior to adoption of the budget. Final action shall not be taken on the proposed budget until after ten (10) days public notice.

The Board shall adopt the budget and the necessary appropriation measures required to put it into effect, by a majority vote of all members of the Board.

DELEGATION OF RESPONSIBILITY

Each member of the Board and each administrator shall be thoroughly familiar with, and understand the need for, each proposed expenditure, so that they can answer any question directed to them.

GUIDELINES

A simplified form of the budget also shall be prepared annually and be available to residents to enhance understanding.

The simplified budget shall present explanations of significant increases and decreases from the preceding budget.