

HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: FINANCES

TITLE: BUDGET PLANNING

ADOPTED: May 29, 2004

REVISED:

<p>1. Authority SC 433, 601, 664, 687</p> <p>2. Delegation of Responsibility</p> <p>School Code 433, 601, 664, 687</p>	<p style="text-align: center;">602. BUDGET PLANNING</p> <p>The Board determines the budget for the district on an annual basis. The budget is the directional spending plan for the ensuing year in relation to anticipated receipts. The annual budget, developed from the best estimates possible, shall support the goals and mission of the district.</p> <p>The budget shall be participatory, functional and one in which each responsible manager secures information from teaching and non-teaching personnel to determine the manner in which the goals and mission of the district can be implemented through the responsibility of each particular person.</p> <p>To meet the objectives of this policy, the Board shall require the Superintendent to plan and submit for its consideration a recommended budget containing preliminary estimates of district needs for the following fiscal year. The recommended budget will support the mission and implement the goals of the district.</p> <p>The Board will review the mission of the district each year to give direction to the Superintendent in developing the recommended budget.</p> <p>Budget planning shall be a year-round duty of all members of the Administrative Team, under the direction of the Superintendent.</p> <p>The Superintendent shall confer and plan with all key personnel, either directly or through the persons to whom they report, so an annual budget will be developed which supports the educational program for the students of the district and supplies the supportive services needed to deliver that program to them.</p> <p>The Superintendent, in cooperation with the Administrative Team, may develop administrative procedures to implement this policy.</p>
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