

Budget Planning

Budget planning for the district will be an integral part of program planning so that the annual operating budget may effectively express and implement all programs and activities of the school system. Budget planning will be a year-round process involving broad participation by administrators, supervisors, teachers, other personnel throughout the school system, citizens, and citizen groups.

Each principal shall, with the assistance of his/her teachers, prepare an estimate of needs and submit the estimate to the Business Manager and Superintendent no later than March 1 of each year.

The Superintendent, in cooperation with the Business Manager, will have overall responsibility for budget preparation, including the construction of, and adherence to, a budget calendar. Principals will develop and submit budget requests for their particular schools after seeking the advice and suggestions of staff members.

The budget request will reflect the principal's judgment as to the most effective way to use resources in achieving progress toward educational objectives of the school.

The Board will give careful consideration to budget requests, review allocations for fairness and for their consistency with educational priorities of the school system.

Legal References: SDCL 13-11-2; 13-11-2.1; 13-11-3; 13-39-13

Revised: December 11, 1995; July 12, 2010