

## BUDGET ADOPTION PROCEDURES

Adoption of the annual budget for the school department will occur in several stages before a final figure is reached:

1. The School Committee, acting on the recommendation of the Superintendent and the Budget Subcommittee, and after holding a public hearing, will adopt a budget for submission to the Joint Finance Committee.
2. The Joint Finance Committee will approve a budget for the school regional. If no district finance meeting occurs, the budget is set.
3. On or before the second Monday in May, the school district Treasurer shall notify the Treasurers of Bristol and Warren of their proportionate share.

ADOPTED: February 27, 2023