



Administrative Regulations

South San Antonio Independent School District

C – Business & Support Services	CE
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Annual Operating Budget – 2023	

Fiscal Year

The District shall operate on a fiscal year beginning September 1 and ending August 31.

Budget Planning

The annual budget reflects the allocation of revenues and expenditures to support the District’s educational programs and services. Each school district in Texas is required by law to prepare an annual budget for the General Fund, the Debt Service Fund, and the Food Services Fund.

Prior to undertaking the process of developing a budget for the upcoming school year, the persons primarily responsible for the budget should carefully review Subchapter A of Chapter 44 of the Texas Education Code (TEC) and budgeting module of the Financial Accountability System Resource Guide (FASRG)

The District has created the District Operating Procedures through collaborating efforts of the Division of Finance & Business Operations, Internal Legal Counsel, Division of Academics and Financial Accountability System Resource Guide (FASRG) to outline District policies and procedures in the understanding of the complex financial requirements.

Budget Amendment Procedures

Requests for amendments to the adopted budget must be submitted in writing and must be accompanied by a clear statement of the reasons for the change requested.

Approval from the Superintendent for designee is required on all requests for budget amendments before they may be presented to the Board. The Superintendent will request approval from the Board to amend the budget six months into the fiscal year and at the end of the fiscal year. Board approval will be required in accordance with CE (LOCAL), the District Operating Procedures and other relevant provisions of the Financial Accountability System Resource Guide (FASRG).