

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Budget: Preparation and Approval

A. Preparation

On or before March 1 of each year the Superintendent shall present to the School Board an operating budget (Superintendent's Estimate of Needs) which contains a complete financial plan for the operation of the public schools for the ensuing fiscal year. The budget is organized in accordance with state law and guidelines set forth by the Virginia Board of Education and contains both a line-item and categorical expenditure format.

B. Public Hearings

Before final approval of the budget for submission to the City Council, the School Board shall hold at least one public hearing to receive the views of citizens within the School Division. Public notice will be given at least ~~ten-seven~~ days ~~per state code 22.1-92~~ prior to any hearing by publication in a newspaper of general circulation within the School Division. The passage of the budget by the City Council shall be conclusive evidence of compliance with the requirements for a public hearing.

C. School Board Approval

The School Board is required to submit its annual proposed operating budget to the City Council on, or before, April 1 together with a resolution requesting approval of the required appropriations. Included with the budget is a summary from the School Board of the important features of the budget

D. Final School Board Action

If the appropriating body provides either less funds or more funds than the School Board requested, the School Board shall give final approval to the budget within the framework of the funds available.

E. Publication of budget

Upon final approval of the budget, the School Division will publish the approved annual budget in line item form, including the estimated required local match, on the School Division's website and make a hard copy available for inspection as need by citizens.

Legal Reference

Code of Virginia §15.2-2502, as amended. Notification by state officials and agencies.

Code of Virginia §15.2-2503, as amended. Time for preparation and approval of budget; contents.

Code of Virginia §22.1-92, as amended. Estimate of moneys needed for public schools; notice of costs to be distributed.

Code of Virginia §22.1-93, as amended. Approval of annual budget for school purposes.

Code of Virginia §22.1-94, as amended. Appropriations by county, city or town governing body for public schools.

Code of Virginia §22.1-95, as amended. Duty to levy school tax.

Code of Virginia §22.1-97, as amended. Calculation and reporting of required local expenditures; procedure if locality fails to appropriate sufficient educational funds.

Code of Virginia §22.1-11597, as amended. System of accounting: statements of funds available; classification of expenditures.8VAC20-210-10, as amended. Classification of expenditures.

Adopted by School Board: October 21, 1969

Amended by School Board: November 21, 1978

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: February 16, 1993

Amended by School Board: October 22, 2019

Amended by School Board: 2024

APPROVED AS TO
LEGAL SUFFICIENCY


