POLICY

No. 602

Board of Trustees
Douglas County School District

FINANCES

BUDGET PLANNING

The Board of Trustees accepts the fiscal responsibility to spend the funds available to the District within the guidelines established by federal, state and local authorities to achieve the best educational result for the students of the District. Additionally, the Board considers the preparation of an annual budget to be one of its most important functions as the budget is the financial reflection of the educational plan for the District. The annual budget shall be designed to reflect the Board's objectives and the District's Strategic Plan, with priority given to improving student achievement and classroom instruction. The annual budget expresses the educational goals of the District within the scope of funds available from all sources.

Through the creation and implementation of the District's Strategic Plan, the Board of Trustees shall establish criteria for determining budgetary priorities, which shall serve to improve the achievement of students, and improve classroom instruction. Furthermore, the Board directs the Superintendent, through the Chief Financial Officer to estimate the annual cost of implementing the educational program, and to prepare a Capital Improvement Plan (CIP) for the maintenance and replacement of facilities and equipment. In establishing budgetary priorities, the Board shall consider the requirements and allocations of Nevada's Pupil-Centered Funding Plan (NRS 387), including base and weighted funding provided to the District. Budget development shall utilize conservative enrollment projections to determine staffing allocations and revenue estimates.

Prior to the adoption of new initiatives, the administration shall assess the fiscal impact and educational effectiveness of existing programs to ensure resources are redirected toward high-impact strategies.

The Superintendent, through the Chief Financial Officer, shall develop and present a tentative budget to the Board in compliance with the deadlines established in Nevada law, and ensure that public hearings and the adoption of the final budget occur on or before the dates required for school districts. The adopted budget and any subsequent augmentations or amendments shall be filed with the Department of Taxation and other required agencies as prescribed by statute.

The budget shall be developed to maintain a responsible ending fund balance sufficient to ensure cash flow, maintain bond ratings, and address revenue volatility, protect core instructional services, and support long-range financial stability.

The Superintendent, through the Chief Financial Officer, shall provide the Board with regular reports on the District's financial condition and budget status throughout the fiscal year. When material variances from the adopted budget occur, the administration shall recommend appropriate budget adjustments, including augmentations or reductions, for Board consideration in accordance with Nevada law.

Reference: NRS Chapter 354 (Local Financial Administration)
NRS 354.598 and NRS 354.598005 (Budget adoption, augmentation and amendment)
NRS Chapter 387 (Distributive School Account and Pupil-Centered Funding Plan)

Date Adopted: 8/12/80
Date Revised: 9/13/16
Date Revised: 3/26/2026