

MANAGEMENT OF SCHOOL BUDGETS

Background

The primary focus of the District's budgeting process is to ensure that adequate human and material resources are provided to support student learning at the school level. Resources are allocated to schools on an equitable basis.

Procedures

1. School operating budget surpluses (rollover funds) at year-end may be carried over to the following fiscal year.
2. Special purpose funds that are permitted to be carried over will be carried over in a manner that distinguishes them from the funds in section 1.
3. Schools are prohibited from incurring operating budget deficits. Any budget deficits that occur will be carried over to the following fiscal year.
4. Exemptions from this Administrative Procedure may be granted in exceptional circumstances. Requests for exemptions are to be forwarded in writing to the Superintendent for approval.
 - 4.1 A copy of the approved request will be forwarded to the Secretary-Treasurer.
5. A report will be provided to the Secretary-Treasurer for schools that have a deficit or a surplus that is greater than 10% of the original budget allocation.
 - 5.1 The report will be provided to the Secretary-Treasurer no later than September 30th of each school year.

Reference: Sections 22, 23, 65, 85, 106.2, 106.3, 106.4, 100, 110, 111, 112, 112.1, 113, 114, 115, 115.1, 115.2, 117, 118, 137, 153 School Act

Adopted: May XX, 2019

Revised: