

BUDGET SCHEDULES AND ADOPTION PROCEDURES

Preparation of the annual budget will be scheduled in stages throughout the school year with attention to certain deadlines established by law and Board policy.

The following will serve as a guideline in the scheduling of budget:

February	Begin budget preparation; estimate costs and determine means of finance.
May	The preliminary budget for the next fiscal year will be considered at the regular Board Meeting. Board to approve auditor to conduct annual audit. Submit request for approval to Auditor General.
Prior to July 15	Publish the proposed budget together with a notice of hearing as required by law.
Prior to August 1	Hold public hearing on proposed budget as required by law.
Prior to October 1	Board to approve final budget for the anticipated obligation for each fund for the fiscal year. Adoption of the budget by the Board will be by roll call vote. The final budget will be published as required by law.

Policy Adopted: February 17, 1999
Revised: June 18, 2014