

**BUDGET DEVELOPMENT**

A budget calendar and budget guidelines and materials for developing the District revenue and expenditure budget for the ensuing school year shall be developed by the District Administrator. The Board shall adopt the budget calendar and budget guidelines by the end of January of each year.

The District Administrator will be responsible for preparation and submission of the budget in accordance with the guidelines. A preliminary draft of the proposed budget shall be submitted to the Board of Education no later than in August of each year for the Board to review. The Board shall approve the proposed budget and set the initial levy in September of each year.

ADOPTION DATE: May 8, 2000

REVISION DATE(S): November 25, 2024

REVIEW DATE(S): October 17, 2024

CROSS-REFERENCE:

LEGAL REFERENCE: