

SAYDEL COMMUNITY SCHOOL DISTRICT

BUDGET PLANNING

Prior to certification of the budget, the Board will review the projected revenues and expenditures for the school district and make adjustments where necessary to carry out the education program within the revenues projected.

A budget for the school district will be prepared annually for the Board's review. The budget will include the following:

- the amount of revenues from sources other than taxation;
- the amount of revenues to be raised by taxation;
- an itemization of the amount to be spent in each fund; and,
- a comparison of the amount spent and revenue received in each fund for like purposes in the two prior fiscal years.

It will be the responsibility of the Superintendent and Business Manager to prepare the budget for review by the Board prior to the April 15 filing deadline each year.

Prior to the adoption of the proposed budget by the Board, the public will be apprised of the proposed budget for the school district. Prior to the adoption of the proposed budget by the Board, members of the school district community will have an opportunity to review and comment on the proposed budget. A public hearing for the proposed budget of the Board will be held each year in sufficient time to file the adopted budget no later than April 15.

The proposed budget filed by the Board with the Board Secretary and the time and place for the public hearing on the proposed budget will be published in a newspaper designated for official publication in the school district. It will be the responsibility of the Business Manager to publish the proposed budget and public hearing information at least ten but no more than 20 days prior to the public hearing.

The Board will adopt and certify a budget for the operation of the school district to file with the county auditor by April 15. It will be the responsibility of the Business Manager to file the adopted and certified budget with the County Auditor and other proper authorities.

The Board may amend the budget for the fiscal year in the event of unforeseen circumstances. The amendment procedures will follow the procedures for public review and adoption of the original budget.

Approved: May 19, 1997

Reviewed: November 2017

Revised: December 2017

BUDGET PLANNING CONTINUED

It is the responsibility of the Superintendent and the Business Manager to bring any budget amendments necessary to the attention of the Board to allow sufficient time for Board approval and publication of changes to file the amendment with the County Auditor no later than May 31 of each year.

Legal Reference: Iowa Code §§ 24; 257; 279.8; 297; 298; 618 (2013).

Cross Reference:

214	Public Hearings
703	Budget
704	Revenue
705	Expenditures

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