

TITLE: BUDGET ADMINISTRATION		NUMBER: 301.0
Initiated by: SUPERINTENDENT ORR	_____ New	
Proposal Date: DECEMBER 15, 1994		
Approval Date: JANUARY 19, 1995	__X__ Revised	

Revision Date: December 17, 1998

The annual budget will be prepared to reflect income and expenditures as they relate to the overall educational program of the school district, and within the parameters set by Idaho statute and State Board of Education rules and regulations.

The annual budget will be assembled in a series of steps designed to provide an orderly procedure for determining educational and budgetary priorities.

Step 1: The superintendent and the professional staff in consultation with patrons of the district, will develop an educational plan based on goals for a high quality educational program, as well as such statistics as anticipated enrollment, school funding from state and local sources, objectives in staffing and so forth.

Step 2: The budget spending plan will be developed to reflect the overall educational plan.

Step 3: The budget will be adopted in accordance with statute and regulations: the proposed budget will be published and presented in the regular board meeting held in May. The budget will be adopted in the regular meeting in June of each year.