

BUDGET PREPARATION

Date of Adoption: November 26, 1996

I. ANNUAL BUDGET PLANNING AND PREPARATION

- A. The Board of Education considers the preparation of an annual budget one of its most important functions, as the budget is the financial reflection of the educational objectives and priorities of the district. The budget shall be designed to provide a thorough and efficient system of education, to maintain the district's facilities, and to fulfill the district's financial obligations. Moreover, the annual school budget process is an important means of communication of educational objectives and priorities within the school organization and to the residents of the district.
- B. The Superintendent shall develop a schedule of events and ensure adequate time for preparation, review and adoption of the budget.

II. BUDGET PRESENTATION

Once the Board of Education adopts the proposed annual budget, the Board shall employ reasonable means to present and explain the budget to district residents and taxpayers. Board members and administrators shall, as their schedules permit, meet with interested community groups upon request to explain the budget.

Scotch Plains-Fanwood Public Schools

Legal References:

NJSA 18A:4-14
NJAC 6:20, Subchapter 2A

Supersedes Policy #3100, Budget Preparation, dated November 21, 1974,
and Policy #3100, Programmed Budgeting and Accounting, dated
November 21, 1974.