

Business OperationsBudget Planning

- A. The Superintendent, with the assistance of the budget committee, shall direct the preparation of the school budget annually for the fiscal year beginning September 1 and ending August 31. Income and expenditure estimates shall be based upon the following:
1. Past experience.
 2. State guidelines, legal spending limitations, and other statutes and regulations.
 3. Other projection techniques.
- B. The annual budget preparation shall be compatible with the long-range aims of the school district. In addition, the Superintendent, in preparing the budget, shall consider the priorities as established by the board for the total school program and shall equalize the educational opportunities offered at the school.
- C. The specific manner in which the annual budget shall be compiled shall be at the discretion of the Superintendent. However, the budget shall contain the following:
1. The beginning fund balance for each fund.
 2. Estimated receipts.
 3. Estimated expenditures.
 4. Estimated ending fund balance.
- D. A report of the anticipated budget position shall be presented to the Board early in each calendar year. At this time the Board will establish guidelines for the development of the budget. The tentative budget shall then be developed for the Board review, modification and approval prior to the budget hearing.
- E. The Board may modify such budget as it deems best. The Board shall then adopt an operating budget for the school year. Within limits permissible under the law, this budget may be revised during the fiscal year if considered necessary. A brief outline of the budget shall be published once annually in a legal newspaper.

Legal Reference: Neb. Rev. Stat. 13-501 et seq. (Nebraska Budget Act); Neb. Rev. Stat. 79 - 1083 et seq. (School Budgets)

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