

DANBURY PUBLIC SCHOOLS

Danbury, Connecticut

POLICY

BUDGET

Adopted: 9/8/99

Policy No. 3-100

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The education budget shall be considered as a funding and controlled spending plan for the ensuing year. The Superintendent or his/her delegate is authorized to make expenditures and commitments within the limits of the appropriations approved by the Board of Education. The same procedures shall be followed with respect to expenditures provided for by special Board of Education action.

The Superintendent, assisted by the Director of Finance and Support Services, shall formulate a tentative budget for the following school year. In preparation of this tentative budget, the Superintendent shall confer with members of the school staff concerning needs for the next fiscal year.

The budget shall contain the following:

- a. the budget for the current fiscal year
- b. department budgetary requests for the next fiscal year
- c. a summary of the expenditures for the next fiscal year proposed by the Superintendent
- d. brief explanations of significant increases or decreases from the current budget
- e. any other data which the Board considers pertinent

