

BUDGET PLANNING, PREPARATION, AND SCHEDULES

Preparation of the annual budget will be scheduled in stages throughout the school year, with attention to certain deadlines established by law and board policy.

The following will serve as a guideline in the scheduling of the budget:

- January: Budget preparation begins.
- March: Annual audit is requested.
- May: The proposed budget for the next fiscal year will be considered at the regular board meeting.
- July 15: Deadline for publishing proposed budget and notice of hearing in the official newspaper.
- July 31: Deadline for budget hearing.
- August 31: Deadline for board approval of budget for the anticipated obligations of each fund for the fiscal year. By resolution the school board will adopt a levy in school budget for each fund.
- September 30: Deadline for reporting to the county auditor the levy in dollars adopted by the board, on the forms prescribed by the county auditor.
- October 1: Deadline for submission of amended budget.

In accordance with law, any changes in the proposed budget incorporated into the final budget, will be published in the September board meeting minutes.

When unanticipated monies are available, the board may also adopt a supplemental budget. Notice of consideration of the supplemental budget must be given ten (10) days in advance.

LEGAL REFS.: SDCL 13-11-2;
 13-11-2.1;
 13-11-3;
 13-11-3.1
 13-11-3.2

ADOPTED: April 18, 1983
 REVISED: January 24, 1994
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