

SEVEN GENERATIONS CHARTER SCHOOL	SECTION: FINANCES
	TITLE: 603 – BUDGET PREPARATION
	ADOPTED: June 19, 2018
	REVISED:

Policy	<p>The Board considers preparation of an annual budget to be one of its most important responsibilities because the budget is the school’s financial plan.</p> <p>The Board shall annually adopt a budget pursuant to the provisions of the School Code and other applicable laws.</p>
Delegation of Responsibility	<p>In order to ensure adequate time for preparation and review of the budget pursuant to Policy 604 and the School Code, the Board directs the CEO and the Business Manager to present to the Board all available and relevant information associated with the budget.</p>
Guidelines	<p>The Board recognizes its obligation to approve expenditures consistent with the goals of the school and its students.</p> <p>In preparing the budget, administrators shall prepare budgets for each program that include expenditures for, but not limited to, the following:</p> <ol style="list-style-type: none"> 1. Staff, technology, equipment and supplies. 2. Additional staff, technology, equipment and supplies. 3. Maintenance and expansion of existing facilities and equipment. <p>When presented to the Board for review, the budget shall contain the projected revenues and expenditures in each category for the ensuing year, and an explanation of each revenue or expenditure when requested.</p>
References	<p>School Code – 24 P.S. Sec. 433, 601, 687</p> <p>Board Policy – 604</p>