

# Dallas School District 2

Code: **DB-2**  
Adopted: 10/14/02

## **Instructional Program Budget Process**

The Dallas School District expenditure plan is based on an assessment of educational program needs and available resources to adequately support the level of funding for personnel, services, materials, supplies, equipment, and facilities.

The principal of each building is responsible for facilitating a process in the building to identify program needs and make recommendations to the District administration regarding the portions of the District budget applicable to the specific building. The principal shall review, analyze and evaluate building level budget requests for adequacy and reasonableness.

The Superintendent, serving as the District budget officer, develops a budget message which encompasses the total District expenditure plan and identifies the revenue sources to balance the budget.

The Budget Committee considers the total impact of the budget on the schools and on the community during a series of scheduled meetings. During this time, program budget requests are carefully examined and, when in the committee's judgement it is necessary, modifications are made. These meetings are open to the public. When the budget document is approved by the Budget Committee, a public hearing is held to provide information and to hear comments from interested patrons. Following the public hearing, the School Board may amend or adopt the budget.

END OF POLICY

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### **Legal Reference(s):**

[ORS 294.305 - 294.565](#)  
[ORS 328.542 - 328.565](#)