

**Lake Oswego
School District 7J**

Code: **DBE/DBG/DBH**
Adopted: 5/02/83
Readopted: 6/08/09; 2/09/15
Orig. Code(s): 8110

Budget Preparation/Hearing/Adoption

The annual operating budget of the district will be developed in agreement with district philosophy and expressing the educational goals and objectives of the Board, subject to approval by the district budget committee. It will be developed to comply with the legal requirements as specified in ORS 294.305-565 (Local Budget Law).

The director of finance shall serve as budget officer for the district.

District personnel will prepare proposed operating budgets for review by the budget committee, following the procedures specified in the state's budget preparation manual. The budget officer will coordinate the preparation of the budget under the direction of the superintendent.

A public hearing on the budget proposed for adoption shall be held after notices of school budget hearing, as required by law, have been published. At the hearing, any person may speak for or against items in the budget document.

After the public hearing on the budget and any modifications of the budget deemed necessary as a result of that hearing, the Board will approve the proper resolutions to adopt and appropriate the budget. The Board will further determine, make and declare the ad valorem property tax amount or rate to be certified to the assessor for the ensuing year or for each of the years of the ensuing budget period, and itemize and categorize the ad valorem property tax amount or rate, as provided in ORS 310.060.

The superintendent or designee will ensure all necessary documentation is submitted to the county assessor's office as required by the Local Budget Law.

END OF POLICY

Legal Reference(s):

[ORS 294.305 - 294.565](#)

[ORS 328.542 - 328.565](#)

OR. DEP'T OF EDUC, PROGRAM BUDGET AND ACCOUNTING MANUAL (2006).
OR DEP'T OF REVENUE, LOCAL BUDGETING MANUAL (2002).