

**Saint Helens
School District 502**

Code: **DB**
Adopted: 12/18/01
Readopted: 5/14/07
Orig. Code(s): DB

Annual Budget

Prior to June 30 of the current fiscal year, the Board will adopt and appropriate the annual budget for the following fiscal year. The district budget will serve as the financial plan of operation for the district and will include estimates of expenditures for a given period and purpose and the proposed means of financing the estimated expenditures.

The general fund budget will be prepared by a procedure which takes into account the program needs of the district. Although the process of preparing the budget will include receiving input from all staff involved, final approval and adoption of the budget will be made by the Board.

Along with program needs, those participating in the budget-making process will consider the financial ability of the district's taxpayers and will recognize that, although certain budget items may benefit programs, these items may be beyond the ability of the district to fund.

The budget will be prepared and authorized in compliance with local budget laws. The superintendent will be designated as budget officer.

END OF POLICY

Legal Reference(s):

[ORS 294.305 - 294.565](#)

[ORS 328.542 - 328.565](#)

Cross Reference(s):

BC/BCA - Board Organization/Board Organizational Meeting