

**Willamette Education  
Service District**

Code: **DBF**  
Adopted: 7/8/03  
Readopted: 7/12/05; 4/06/10  
Orig. Code(s): None

**Budget Message**

The Superintendent shall prepare and present the budget message. The budget message shall be delivered at the first meeting of the budget committee. The budget message shall:

1. Explain the budget document;
2. Contain an outline of the proposed financial priorities of the district for the ensuing year;
3. Describe the important features of the budget document;
4. Set forth the salient changes from the previous year;
5. Explain the major changes in financial priorities.

END OF POLICY

---

**Legal Reference(s):**

[ORS 294.391](#)  
[ORS 334.125](#)