

BUDGET IMPLEMENTATION

The administration of the annual budget is an executive function which is the responsibility of the Superintendent of Schools and the administrative staff. Under the direction and control of the Superintendent, funds may be expended within budgetary appropriations without prior approval from the Board of Education.

The Superintendent shall acquaint district employees, through the administrative staff, with the full provisions of the budget and guide them in planning to operate effectively and economically. Under the direction of the Superintendent, the Business Manager shall maintain such accounting records as are or may be required by the New York State Uniform System of Accounts for School Districts or the Board, or as otherwise deemed necessary. The Manager shall keep all of the various operational units in the school district informed of the status of their budgets through periodic reports.

Heads of administrative units are responsible to the Superintendent for operation of their units within budgetary amounts.

Appropriate financial reports shall be readily available to the Board on a current basis. The Board shall be kept informed concerning any fiscal activity that may deviate from past experience, that develops a trend contrary to anticipated positions or, that indicates any deficiency in the budget plan.

Ref: Education Law §1609; 1709(16); 1718; 1720; 2021; 2022; 2023; 2024

Approved: July 1, 2001