

BusinessFiscal Administration

The Superintendent has the responsibility for administering the operating budget and assuring that:

1. All expenditure of funds and purchases meet the legal requirements of the State Board of Education and Connecticut Legislature and Board policies.
2. All authorized expenditures are contained within a line item of the operating budget.
3. A listing of major expenditures, in excess of \$1,000, shall be submitted monthly for board approval.
4. Appropriate financial reports are given to the board monthly for board control purposes.
5. Projections of yearly spending will be updated quarterly (September, December, March and June) using financial summaries A and B.
6. All accounts will be budgeted and reported according to Financial Summary Schedules A and B. Additionally, the allocation of budgeted funds will also be broken down into a program format per the requirements of Policy 3100 [Budget/Budgeting Systems].

Legal Reference: Connecticut General Statutes
 10-222 Appropriations and budget

Policy
adopted: 10/5/92
Revised: 12/8/93
Revised: 6/19/96
Effective: 7/1/96

BROOKFIELD PUBLIC SCHOOLS
Brookfield, Connecticut