

## **Business and Non-Instructional Operations**

### **Budget Planning**

#### **General**

The Board of Education shall prepare an annual operating budget for the school district, consistent with provisions of state statutes and Board of Finance requirements, governing preparation, timelines, and available appeal procedures of reductions to the educational budget.

#### **Establishing Budget Priorities**

Before developing and adopting a proposed budget, the Board of Education shall study school programs in relation to present and future students and community needs and establish budget priorities for the fiscal year. As a preliminary part of budget development, the Board of Education shall study the school program in relation to the present and future needs of the students and the community.

#### **Supplemental Appropriations**

State law provides procedures through which, subsequent to approval of the annual budget, additional appropriations may, if required, be requested by the Board of Education from the Board of Finance, Board of Selectmen and, if required by Charter, a Town meeting. Prior to requesting supplemental funds, the Board shall make every reasonable effort to live within the original appropriation and maintain essential educational programs.

Legal Reference:            Connecticut General Statutes  
   10-51 Fiscal year. Budget. Payments by member towns. (regional districts)  
   10-222 Appropriations and budget. Financial information system.

Policy adopted from CABE:

Brookfield Public Schools  
BROOKFIELD, CONNECTICUT