

POLICY RELATING TO BUDGET/FINANCE**BUDGET**

The Wachusett Regional School District Committee budget shall be the District's fiscal plan for achieving the School Committee's goals and objectives. The annual budget is the financial expression of the educational program of the school department.

The operating budget for the District will be prepared and presented in line with Massachusetts General Laws, Department of Education regulations, School Committee direction and District policies and will be developed and refined in accordance with these same requirements.

The Superintendent will serve as Budget Officer for the District, but he may delegate portions of this responsibility to members of his staff as he deems appropriate. The three general areas of responsibility for the Superintendent as Budget Officer will be budget preparation, budget presentation, and budget administration.

The budget will be organized to include: a staff authorization; expenditures by category; and, revenues by category.

1. The administration shall annually schedule, prepare, and present to the Committee an initial draft of a proposed operating budget.
2. The administration will involve the building principals, staff, and school councils in the annual preparation of the budget.
3. Consistent and systematic efforts will be made to communicate and work with the Finance/Advisory Committees and Selectboards. Those efforts will, at a minimum, consist of the following:
 - a. An early presentation of the proposed budget at the Business/Finance Subcommittee meeting to invited Member Town officials prior to formal School Committee adoption, allowing opportunity for input.
 - b. Following this process, a request shall be made for opinions from the Chairs of each of the Member Town Selectboards and Finance/Advisory Committees. The Chairs of each of the Member Town Selectboards and Finance/Advisory Committees shall be invited to present that opinion at the annual public hearing on the proposed budget.

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BUDGET (continued)

4. Prior to the adoption of the annual budget, the School Committee will hold, in accordance with General Laws Chapter 71, Section 38N, a public hearing on the proposed budget. Posting of said public hearing shall be in the local newspapers at least one (1) week prior to the date of the public hearing. The public shall be invited to attend this meeting and will be given ample opportunity to be heard.
5. A copy of the proposed budget shall be made available at town libraries of each town in the region at least one week prior to the date of the public hearing.
6. The final budget shall be adopted by the School Committee, at a regular or specially called meeting, by a two-thirds majority vote of the Committee membership.
7. A final budget summary shall be made available to the election authorities for distribution at town elections and to the moderators for distribution at each town meeting and to the town libraries for reference.

First Reading: 09/12/94

Second Reading: 09/26/94

Amendment First Reading: 06/13/95

Amendment Second Reading: 06/26/95

Re-Amendment First Reading: 06/10/96

Re-Amendment Second Reading: 07/15/96

Re-Amendment First Reading: 02/09/04

Re-Amendment Second Reading: 02/23/04

Re-Amendment First Reading: 03/14/05

Re-Amendment Second Reading: 04/11/05

Re-Amendment First Reading: 03/11/08

Re-Amendment Second Reading: 03/24/08

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