

## **ANNUAL BUDGET**

The Laconia School District's annual budget represents the financial commitment of the community to the educational programs for its citizens. The District Board, administrators and staff are committed to fiscal responsibility.

The budget will be in the form of a "program budget" describing the various school programs and their costs, to include:

- The estimated amount of revenue from sources other than taxation.
- The estimated amount of revenue to be raised by taxes.
- The estimated amount to be expended in each fund.
- A comparison of proposed amounts to be expended with actual expenditures for preceding two years.
- Proposed budget amounts will be shown by Function, Object and Department.
- Written explanation to support proposed changes in expenditures due to program and other changes.
- Documentation of all proposed changes in expenditures to include references for Board approval.

The Superintendent may not jeopardize either programmatic or fiscal integrity of the organization. Accordingly the budget must:

- Contain sufficient detail to enable reasonably accurate projection of revenues and expense.
- Contain the expenditure of funds that are conservatively projected to be received in that period.
- Not deviate materially from Board-stated priorities in its allocation among competing budgetary needs.
- Is accurately documented in monthly financial analysis.

**Adopted: June 3, 1997**

**Revised: 8/20/02**

**Reviewed : 3/12/13**