

## **ANNUAL OPERATING BUDGET**

The Sanford School Committee shall develop an annual operating budget, and present it to the town meeting body for consideration and adoption as prescribed by the town charter and by the general laws of the State.

Public school budget is regulated and controlled by legislation, State Board of Education regulations, and local School Committee requirements.

### **ANNUAL AND LONG-RANGE BUDGETING**

The school system is required to budget only for a 12-month period of time which includes a fiscal year from July 1 through June 30. Budgeting for a period of time greater than one year is desirable and shall be encouraged for long-range planning.

### **BUDGET OFFICER**

The School committee shall designate the Superintendent as its budget officer, but he may delegate portions of this responsibility to the Business Administrator, who shall serve as the Superintendent's advisor on financial planning.

The three general areas of responsibility of the administrator in charge of the budget are: budget preparation, budget presentation, and budget administration.

**ADOPTION DATE: DECEMBER 7, 1993**

**EFFECTIVE DATE: DECEMBER 7, 1993**