

VALLEY STREAM UNION FREE SCHOOL DISTRICT TWENTY-FOUR

ANNUAL BUDGET

POLICY 3110

The school budget is the legal basis for the establishment of the tax levy. It is the official document that describes the programs to be conducted during a given period of time. Additionally, it is the operational plan, stated in financial terms, for the conduct of all programs in the school system.

The annual school budget process is important to School District operations and should serve as a means to improve communications within the school organization and with the residents of the school community.

The budget shall be designed to reflect the Board of Education's objectives for the education of the children of the School District. It will be organized and planned to provide an adequate understanding of the financial needs of anticipated program developments. This will require a long-range, continuous review of district financial requirements. The Superintendent of Schools or his/her designee will include in all ongoing district studies of the educational program information to estimate the financial implications of such programs.

The Superintendent of Schools, with the assistance of the Director of Finance and Operations, shall be responsible for preparation of the budget, taking into consideration the statutory limits on the tax levy, and the possibility of voters overriding the limit if necessary. This shall include the development of and adherence to a budget calendar.

The budget for the ensuing school year shall be thoroughly reviewed by the Board of Education before its final adoption.

Cross-ref: 3100 Fiscal Controls
 3292 Fund Balance and Reserve Funds
 3160 Budget Transfers

Ref: Education Law §§1804(4); 2002(1); 2022(2); 2023; 2023-a

Adoption Date: November 28, 2018