

Managing the Annual School District Budget Policy

The Chariho Regional School District Committee collaborates with the Superintendent of Schools to develop the annual operating budget; reviews budget expenditures on a regular basis; and works with the Superintendent to resolve any adjustments needed to maintain a high quality educational program and a balanced budget.

The School Committee charges the Superintendent with the responsibility for administration of the annual operating budget. The Director/Assistant Director of Administration and Finance will be responsible to the Superintendent for the administration and monitoring of budget expenditures and budget projections. All other employees who are assigned and responsible for budgeted funds will follow financial procedural guidelines as conveyed by the Director/Assistant Director of Administration and Finance and related School Committee policies.

This policy establishes the budget management processes that the Superintendent and subordinate administrators will use to ensure that the approved operating budget is effectively used to deliver a high quality educational program to Chariho students.

All District employees charged with implementing the programs and activities set forth in the annual operating budget are subject to the following limitations:

- Applicable local, state and federal laws and the regulations promulgated by divisions of state government, unless laws are in conflict with regulation, in which case laws shall control;
- Contractual agreements with District employees and vendors;
- School Committee policies;
- Except as provided in the Transfer of Appropriations Policy, the total amount budgeted as the proposed expenditure for each major budget classification shall be the maximum that can be expended for that classification for that fiscal year.

The District Treasurer and Director of Administration & Finance jointly may pay any and all bills due and owing from the approved operating budget without further approval of the School Committee.

The School Committee shall be afforded regular and timely updates of non-personnel related budget expenditures, which shall be provided at regular school committee meetings.

Adopted and Effective 8-15-17