



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Finance

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July 27, 2007

TO: Board of Education

FROM: Melody Douglas, CFO

A handwritten signature in blue ink that reads "Melody Douglas".

SUBJECT: Budget Work Session – FY09 Budget Process

There will be a work session on August 6, 2007 to discuss the process the Board of Education desires for developing the FY09 budget.

With Board involvement, the process was modified the last couple of years with the hopes of more meaningful public involvement. Some of the changes have worked while other changes were less impactful than hoped.

BP 3100 and AR 3100 are attached for your review in preparation for this discussion.

Attachment: BP 3100 Budget
AR 3100 Budget

BUDGET

The School Board shall establish and maintain a balanced budget. The Board shall adopt an annual budget which is compatible with District goals and objectives.

*(cf. 0200 – Goals for the School District)
(cf. 3460 – Periodic Financial Reports)*

The District budget shall be prepared annually from the best possible estimates of revenues and expenditures. The Superintendent shall determine the manner in which the budget shall be prepared and shall schedule the budget adoption process in accordance with legal time requirements. A public hearing shall be held prior to the adoption of the budget.

In order to receive public input early in the budget preparation process, a budget review committee, composed of members of the community, Board and staff, shall review the proposed budget and shall report its findings and recommendations to the Board.

(cf. 1220 –Advisory Committees)

Legal Reference:

ALASKA STATUTES

- 14.07.030 Powers of state department*
- 14.07.170 Additional powers and duties of state board*
- 14.12.020 Support, management and control*
- 14.14.060 Relationship between borough school district and borough*
- 14.14.065 Relationship between city school district and city*
- 14.17.300 – 14.17.990 Financing of public schools*

ALASKA ADMINISTRATIVE CODE

- 4 AAC 09.006 – 4 AAC 09.050 State Aid*
- 4 AAC 09.110 – 4 AAC 09.990 School Operating Fund*

BUDGET

Public Hearing and Availability of Proposed Budget

The proposed budget, showing expenditures, cash balances and all revenues, shall be made available for public inspection before the public hearing dates.

The Board shall hold public hearings on the proposed budget for the purpose of permitting any district resident to appear and speak to the budget or any item in the budget.

Adoption of the Budget

The adoption of the budget shall not take place until the public hearings are concluded. The District budget shall conform to state regulations regarding form and content.

By May 1, the Board shall adopt and submit an annual budget to the borough assembly for approval of the local contribution of revenue to the School District.

By July 15, the adopted budget shall be submitted to the State Department of Education and Early Development for approval. The Commissioner may reject the District budget if it is not in the form required by the State, is not balanced, or does not meet local effort requirements of law. If rejected by the State, a revised budget shall be submitted within thirty days of the notice of rejection. If the budget contains a prior year fund balance as revenue, the budget shall be revised and resubmitted if the annual audit shows the fund balance to be less than projected.