



Title: **EL 2.6 -- Financial Planning & Budgeting**

Code: 2.06

Section: 2. ELs -- Executive Limitations

Financial planning for any fiscal year shall not deviate materially from the Board of Education's Ends policies, risk fiscal jeopardy to the district, or fail to be derived from a multi-year plan.

Accordingly, the Superintendent may not allow a budgeting process that:

1. Is not presented in an easily understood summative format that does not provide a clear relationship between budget items and the Board's Ends priorities;
2. Inadequately identifies historic, budgeted, actual, and projected revenues and expenses, capital and operational line items, reserve fund balance, the condition of Bond and Building funds, and cash flow;
3. Fails to show the amount spent in each budget category for the most recently completed fiscal year, the amount budgeted for each category for the current fiscal year and the projected amount budgeted for the next fiscal year;
4. Fails to disclose budget-planning assumptions;
5. Plans for the expenditure in any fiscal year of more funds than are conservatively projected to be available during the year;
6. Fails to maintain an Unassigned General Fund balance of 4-12% of total budgeted expenditures, above any emergency reserve required by state law, without prior approval of the Board of Education.
7. Proposes to reduce the projected year-end fund balance available for appropriation by more than 5% without prior approval of the Board of Education.

Date Adopted/Last Revised: February 5, 2009, November 1, 2012, January 17, 2013

Adopted: **February 05, 2009**

Last Revised: **January 17, 2013**

Last Reviewed: **August 14, 2025**
