

**SERIES 600  
FISCAL MANAGEMENT**

623

**BUDGET IMPLEMENTATION**

The School Board places the responsibility for administering the operating budget, once adopted, with the administrators, under the direction of the District Administrator. The Board also delegates to the District Administrator, the responsibility for establishing a system of fiscal control to govern the expenditure of funds.

In establishing such a system, the administration will implement these general principles:

1. The budget will be administered in accordance with legal requirements of the State of Wisconsin.
2. The budget will be developed in accordance with the Wisconsin Uniform Financial Accounting Requirements (WUFAR) as directed by the Department of Public Instruction.
3. Each school and each department must operate under budget controls established by the Board.
4. No expenditures of funds may exceed the major budget classification to which they may be charged, unless approved by the Board.
5. Sites are not allowed to carry over unexpended budget allocations from one fiscal year to the next.
6. Sites that would like to purchase large dollar equipment items for which they would have insufficient budgetary resources in any one fiscal year may make arrangements with the District Administrator and Business Manager to purchase on an installment plan. The installment plan may not exceed three years and requires Board approval.

The Finance and Long-Range Planning Committee of the Board of Education shall periodically review the total budget operation to:

1. Assess the progress of purchase requisitions and the subsequent receipt of goods and services in terms of established timetables, and
2. Examine tentative projections of total receipts and expenditures for the budget year in order that end-of-year balances or deficits may be estimated.

Legal Reference:       Sections 65.90 Wisconsin Statutes  
                                  120.10  
                                  120.11(3)  
                                  120.12(3)  
                                  120.13(3)  
                                  120.17(8)  
                                  121.05(1)(c)

Cross Reference:       620 Annual Operating Budget  
                                  621 Budget Preparation

Date of Adoption:     January 25, 2012