

SUN AREA TECHNICAL INSTITUTE

SECTION: FINANCES

TITLE: BUDGET ADOPTION

ADOPTED: August 15, 2002

REVISED:

	604. BUDGET ADOPTION
1. Purpose	It is the philosophy of the Joint Operating Committee that the annual budget proposal represents the position of the Joint Operating Committee, and all reasonable means shall be employed to present and explain the proposed budget to all participating school districts.
2. Authority SC 687	At least thirty (30) days prior to adoption of the final budget, the Joint Operating Committee shall prepare and present a proposed budget, which shall be set forth in detail using the forms required by the State Department of Education.
SC 687	The proposed budget shall be available for public inspection at the administration offices at least twenty (20) days prior to adoption of the budget by the Joint Board. Final action shall not be taken on the proposed budget until after ten (10) days' public notice.
SC 1850.1 Articles of Agreement	<p>Approval of the center's annual operating budget shall require an affirmative vote of two-thirds (2/3) of the participating school districts and a majority vote of all the Board members of all participating school districts. The vote of any participating school district shall be determined by a majority vote of all Board members of that district. All votes shall be duly recorded and show how each member voted.</p> <p>A simplified form of the budget to enhance understanding by presenting it graphically shall also be prepared annually. This report shall be sent to each participating school district's Board members and Superintendent. The simplified budget shall present a summary of receipts anticipated, simple explanations of significant increases and decreases from the preceding budget, and a letter of transmittal from the Joint Operating Committee commenting upon the recommended budget.</p>
3. Delegation of Responsibility	Each member of the Joint Operating Committee and each administrator shall be thoroughly familiar with, and understand the need for, each proposed expenditure so that they can answer any question directed to them.