

POLICY DBC

Board of Education Las Cruces Public Schools

Related Entries: DBC-R, DA, DA-R
Responsible Office: Chief Financial Officer

BUDGET DEVELOPMENT

I. PURPOSE

The purpose of Policy DBC is to ensure that the development of the annual budget supports the educational mission of the District and that the development process is transparent and allows for meaningful public involvement.

II. BACKGROUND

- A. The Board of Education, with assistance from the Superintendent, develops the district budget through an ongoing, continuous process that culminates with the Board's approval. Subsequent approval is given by the New Mexico Public Education Department.
- B. The Board is committed to developing an annual budget that reflects the district's goals and supports the academic achievement of students.
- C. The Board further believes that transparency is critical as the budget is developed.

III. POSITION

- A. The adoption of the annual operating budget shall be in compliance with state statute and New Mexico Administrative Code. It is the Board's responsibility to review and approve the annual school district budget. [§ 22-5-4 NMSA]
- B. Based upon discussion with the Board of Education, the Superintendent shall determine the manner in which the annual budget is to be compiled and revealed to the community. Consistent dialogue and meetings with the Board shall be held throughout the budget development process.
- C. The Superintendent or his/her designee shall annually develop a planning calendar that will indicate estimated timelines, meetings, hearings and other steps that will guide the development of the annual budget.
- D. The Superintendent shall seek input from stakeholders in the budget development process, including but not limited to parents, students, district staff, union leadership and members of the community. In addition, nothing precludes School Board members from eliciting input

from staff members and other stakeholders regarding the Board's budget priorities.

- E. The Superintendent shall present a final draft of the budget to the School Board at least one week before voting in order to provide Board members with ample time to review the document. The Board shall meet in a special or regular meeting (including work sessions) to consider the tentative budget prior to its formal presentation.
- F. The Superintendent shall present the tentative budget to the community via a previously announced and well-publicized town hall or public meeting. The tentative budget shall also be available for the public's review on the district's website.

IV. REVIEW

This policy shall be reviewed on an ongoing basis in accordance with the Board of Education policy review process.

Maria A. Flores

Board of Education, President

February 16, 2016

Date Approved

History: New Policy 02.16.16, Replaces Policy 500 Budget Development

Legal Reference: §22-5-4 NMSA