

## CHAPTER 7.00 - BUSINESS SERVICES

### BUDGET DEVELOPMENT

7.10

- I. Public Hearings – The Board of Education shall hold at least two open public hearings pertaining to its proposed annual budget.
  - A. Copies of the proposed budget shall be provided to the public at each hearing on forms provided by the State Department of Education.
  - B. The Board shall seek input from the public concerning the proposed budget and the allocation of resources.
  - C. The hearing shall be held during a scheduled Board meeting in a place and at a time convenient for the general public to attend.
  - D. The date and time of each hearing shall be publicized in the local media in advance of the hearing. In addition, notice of each hearing shall be posted in a conspicuous place at the central office, the main municipal building, and at each school.
- II. Proposed Budget – The proposed budget shall:
  - A. Reflect the total amount of resources available to the Board from all funding and revenue sources.
  - B. Reflect the projected enrollment and the total proposed expenditure by each Board and for each school shall be available at the public hearings.
  - C. Clearly delineate the number of teachers, librarians, counselors, administrators and other support personnel projected to be employed at each school.
  - D. Clearly list the operating costs by category or function at each school.
  - E. Delineate by school those operating resources earned including, but not necessarily limited to, those items contained in the Instructional Support Program of the Foundation Program, designating the amount of funds earned at each school per item based on average daily membership.
- III. Final Budget – After at least two public hearings have been held, the Board and Superintendent shall develop, consistent with state laws, a final budget.
  - A. On or before October 1 of each year, the Board shall prepare and submit to the State Superintendent of Education the final annual budget adopted by the Board which shall be in accord with state laws and rules.

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- B. The budget adopted under these procedures shall not show expenditures in excess of income estimated to be available plus any balances on hand, except under conditions set forth by the laws of the state governing the issuance of school warrants.

**STATUTORY AUTHORITY:**

**CODE OF ALABAMA  
16-1-30**

**LAW(S) IMPLEMENTED:**

**CODE OF ALABAMA  
16-13-140 to 16-13-145**

**ALABAMA ADMINISTRATIVE PROCEDURE ACT:**

**290-2-01**

**HISTORY:**

**ADOPTED: October 18, 2006  
REVISION DATE(S): \_\_\_\_\_  
FORMERLY: DC, DCB, DCCA**