

VIGO COUNTY SCHOOL CORPORATION
TERRE HAUTE, INDIANA

File: DAA

FISCAL MANAGEMENT PRIORITY OBJECTIVES

In pursuit of its stated goals on fiscal management, the Board of School Trustees endorses the following set of priority objectives:

1. By June 1 of each year, improved budget development schedules and procedures shall be designed and shall be utilized in preparation of the succeeding year's budget. These schedules and procedures shall meet the following requirements and specifications:
 - (a) Budget amounts will be based on program planning and analysis based on prioritization of goals and objectives.
 - (b) Major program changes for the succeeding fiscal year shall be proposed not later than February of the year preceding the budget development and shall be presented to the Board of School Trustees during its budget planning meeting.
 - (c) Initial budget amounts must be presented to the Board of School Trustees at least sixty days prior to the scheduled date for the local Hearing of the Budget. These first amounts shall represent an accurate cost estimate of a realistic program, with amounts to be reduced and adjusted to the reality of available resources in successive drafts, when necessary.
 - (d) Procedures shall explicitly provide for broad based involvement of the necessary personnel in program planning and prioritization. To the greatest feasible extent decisions about each school's program and priorities shall be made by an appropriate representative group.
 - (e) A planning timeline of at least three years shall be established, with program changes and phasing projected as accurately as possible
- and
- with detailed planning for the fiscal year being budgeted.
2. Accounting and reporting procedures will be in operation which provide up to date reports of expenditures, encumbrances and cash balances to the managers at necessary levels on a monthly basis. The system will have the additional capability of providing such reports upon request within three days after the request is received.

Adoption Date: October 12, 1977

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