



BP 6200 Budget Preparation

Each year, the Superintendent/President shall present a budget or plan, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual, to the Governing Board that shall:

- Include reasonable assumptions on which planning and budgeting are based.
- Support the educational programs and services of the District.
- Identify all sources and amounts of anticipated income, along with projected expenditures for that fiscal year.

The schedule for presentation and review of budget proposals shall comply with state law and regulations, and provide adequate time for Governing Board study.

Budget development shall meet the following criteria:

- The annual budget shall support the District's Strategic Plan, Educational Master Plan, and other pertinent planning documents.
- Assumptions upon which the budget is based are presented to the Governing Board for review.
- A Budget Calendar is provided to the Governing Board in January of each year that includes dates for presentation of the tentative budget, required public hearing(s), and approval of the final budget. At the public hearings, interested persons may appear and address the Governing Board regarding the proposed budget or any item in the proposed budget. The Budget Calendar may also address the budget development workshops, Governing Board study session(s), and other budget presentations.
- Changes in the assumptions upon which the budget was based shall be reported to the Governing Board in a timely manner.
- Budget projections address long term goals and commitments.

References: Education Code Section 70902(b)(5);
Title 5 Sections 58300 et seq.;
WASC/ACCJC Accreditation Standard III.D

Policy

Category: Executive Expectations

Adopted: 7/26/12
(Replaces former Board Policy 6.2.1)



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