

## **BUDGET DEVELOPMENT**

**P3201**

The School Committee will deliver a fiscally responsible annual budget to the town, and will strive for an efficient use of taxpayer dollars. The annual budget will reflect the school system's goals, objectives, vision, and values. The highest priorities will be given to providing a classroom-focused, high quality education to the children of Westford, while providing for their safety.

The Superintendent or designee will consult with the Town Manager and the Westford Finance Committee in the development of the budget calendar and will inform the School Committee of the required timeline of events.

No later than ninety days prior to the Annual Town Meeting, the School Committee shall provide the town accountant and town manager a detailed estimate of the budget required for the school department the following fiscal year.

The annual School Committee budget becomes official once the School Committee has approved the budget by majority vote, and Town Meeting has approved provision of adequate funds. The School Committee may, however, reallocate funds within the budget at any point during the fiscal year, as dictated by the needs of the school system.

Massachusetts General Law References:

M.G.L 41:59 – Annual Estimates to be furnished to Accountant

M.G.L. 71:34 – Support of Public Schools

Policy Adopted: April 9, 2001

Policy Reviewed:

Policy Revised: June 20, 2011

WESTFORD PUBLIC SCHOOLS

Westford, Massachusetts 01886