



## BALTIMORE COUNTY PUBLIC SCHOOLS

**DATE:** July 9, 2002

**TO:** **BOARD OF EDUCATION**

**FROM:** **Dr. Joe A Hairston, Superintendent**

**SUBJECT:** **Non-Instructional Services: Fiscal Service Policy Revisions**

**ORIGINATOR:** **J. Robert Haines, Deputy Superintendent, Business Services**

**RESOURCE  
PERSON(S):** **Barbara Burnopp, Executive Director, Fiscal Services**

### INFORMATION

Policy 3111 – Budget: Planning and Preparation was updated as part of the initiative of the Division of Business Services to update outdated Board Policies. The policy was adopted in 1968 and revised in 1980. Changes have been reviewed twice by the Board Policy Review Committee, and reflect previous comments from Board Members.

Attachment I – Board Policy 3111

## NON-INSTRUCTIONAL SERVICES: Fiscal Services

Budget: Planning and Preparation

The Superintendent of Schools shall prepare the annual operating [budget] and capital budgetS to be submitted to the Board of Education in accordance with THE ANNOTATED CODE OF MARYLAND, rules and regulations of the MARYLAND State Board of Education, and the policies established by the Board of Education of Baltimore County. IF SIGNIFICANT CHANGE IN POLICY IS NECESSARY, THE NEW POLICY SHALL BE SUBMITTED TO THE BOARD OF EDUCATION FOR APPROVAL.

In planning the funds to be included in the budget requests, the Superintendent of Schools shall [consider the recommendation of members of the staff and shall arrange for public hearings to consider recommendations of the community] IDENTIFY THE SYSTEM GOALS BY CONSIDERING INPUT FROM THE COMMUNITY, THE AREA EDUCATIONAL ADVISORY COUNCILS, STAFF, AND OTHER STAKEHOLDER GROUPS. [If these recommendations involve a significant change in policy, the new policy shall be submitted to the Board of Education for approval prior to the inclusion of funds in the budget.]

Legal Reference: *Annotated Code of Maryland*, Education Article.

§4-205(k)	Powers and duties of county superintendent, annual budget; securing funds from local authorities
§5-101	Annual school budget

Policy

Adopted: 9/18/68

Revised: 6/19/80

Revised: \_\_\_\_\_

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Board of Education  
Of Baltimore County