

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** December 4, 2007

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

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

**SUBJECT:** **POLICY 3112 – NON-INSTRUCTIONAL SERVICES: FISCAL SERVICES – BUDGET: OPERATING BUDGET**

**ORIGINATOR:** J. Robert Haines, Esq., Deputy Superintendent

**RESOURCE PERSON(S):** Barbara Burnopp, Chief Financial Officer

**RECOMMENDATION**

In accordance with Superintendent’s Rule 8130, policy 3112 is scheduled for review in school year 2008. It is recommended that the Board of Education approve revisions to Policy 3112 – NON-INSTRUCTIONAL SERVICES: Fiscal Services – Budget: Operating Budget. This is the first reading of this revised policy.

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- Attachment I – Policy Analysis 3112
- Attachment II – Policy 3112

**BOARD OF EDUCATION OF BALTIMORE COUNTY**  
**Policy Analysis for the re-adoption of:**  
**3111 – Budget: Planning and Preparation**  
**3112 – Operating Budget**  
**3121 – Funds Management**

Statement of Issues Addressed By the Proposed Policy

In accordance with Superintendent’s Rule 8130, the above list of policies is scheduled for review in school year 2008. The Department of Fiscal Services has reviewed these policies and has no additional changes, and request that they be re-adopted.

Cost Analysis and Fiscal Impact on School System

There is no fiscal impact resulting from these policies.

Relationship to Other Board of Education Policies

Related policies listed on the individual policy are still current.

Legal Requirement

Legal requirements listed on the individual policy have been amended as necessary.

Similar Policies Adopted by Other School Systems

Most other LEAs have similar budget policies.

Draft of Proposed Policy and Rule (see attached)

Other Alternatives Considered by Staff

Staff reviewed the attached policies for changes and found them to be current.

First reader: December 4, 2007

Public comment (second reader): December 18, 2007

Board Vote (third reader): January 8, 2008

NON-INSTRUCTIONAL SERVICES: Fiscal Services

Budget: Operating Budget

1. Proposed Budget

The budget document, as recommended by the Superintendent [of Schools], shall be submitted to the Board of Education OF BALTIMORE COUNTY (BOARD) in January, if possible. In their budget deliberations, the Board shall consider input from the community and other stakeholder groups through public hearings and/or other means. The Board [of Education] shall approve an operating budget for submission to the County Executive of Baltimore County not less than 45 days before the date for levying local taxes or ON an earlier date on or after March 1, as may be requested by the county fiscal authority.

2. Adopted Budget

Following action by the Baltimore County Council, the Board [of Education] shall adopt an operating budget for the fiscal year and forward a copy to the State Superintendent within 30 days after approval.

Legal Reference: *Annotated Code of Maryland*, Education Article, §§4-205(k), 5-101, 5-102, 5-103  
[§4-205(k) Powers and duties of county superintendent, annual budget; securing funds from local authorities  
§5-101 Annual school budget  
§5-102 Submission of and reductions to budget  
§5-103 Budget amount]

Policy Board of Education of Baltimore County  
Adopted: 9/18/68  
Revised: 6/19/80  
Revised: 7/9/02  
Revised: