

BUDGET IMPLEMENTATION

The adopted budget of the Dent-Phelps R-III School District serves as the control to direct and limit expenditures in the district. Overall responsibility for assuring control rests with the superintendent, who will establish procedures for budget control and reporting throughout the district.

The total amounts which may be expended during the fiscal year for the operation of the school district are set forth in the budget. The total budgeted expenditure for each program is the maximum amount that may be expended for that classification of expenditures during the school year, unless a budget transfer is recommended by the superintendent and is approved by the Board.

In cases where a proposed expenditure has not been included in the adopted budget or considered by the Board, no action shall be taken until the superintendent informs the Board of the emergency need of the expenditure and the balances in the specific funds. Thereafter, the Board may follow one of two plans:

1. It may appropriate an amount sufficient to take care of the needed expenditure from the unencumbered budget surplus, provided the appropriation and expenditure can be made from the proper fund; or
2. When the unencumbered budget surplus is insufficient to meet the emergency, the Board of Education shall instruct the superintendent to revise the budget in order that sufficient funds may be available for the emergency expenditure, if the expenditure is approved by the Board.

The Board will review the financial condition of the district monthly, and shall require the superintendent to prepare a monthly reconciliation statement. This statement will show the amount expended during the month, total (to date) for the fiscal year, receipts and remaining balances in each fund. This statement will be used as a guide for projected purchasing and as a guide for budget transfers.

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Adopted: 8-12-99 Re-adopted 6-28-12

Legal Refs: §§ 67.010-.110, RSMo.

Dent-Phelps R-III School District, Salem, Missouri