

POLICY
RHODE ISLAND SCHOOL FOR THE DEAF
BOARD OF TRUSTEES

FISCAL POLICY
PROCEDURAL OVERSIGHT:
BUDGET STATEMENT PREPARATION

Purpose

The purpose of this policy is to establish procedural oversight and guidance for annual school budget. It is the policy of RISDeaf to establish expenditure budgets and quarterly reporting in accordance with RI General Laws

Implementation

- The Assistant Director will present a proposed budget for the coming fiscal year for approval by the Director and Board of Trustee's in compliance with RI General Laws overseeing State agencies. In the preparation of the budget, input will be sought from the Director and a review the previous years and upcoming year's expenditures will be completed.
- The budget shall reflect the anticipated needs and goals of the Director and Board of Trustee's and allocations proposed through the legislative budget process.
- Estimated expenditures and revenues will be detailed from all sources, including state and federal funding. The accounting detail will be a itemized by natural account for each accounting source.
- The budget will describe the educational costs of programs and services, all operating expenses, salary and benefit costs and detail the source of each fund (general, federal, restricted or other).
- Each month reports will be made to the Board of Trustees as required relating to the allocation of funds and expenditures for each source of funding.