

TRITON COLLEGE BOARD POLICY

BOARD OF TRUSTEES, DISTRICT 504

BUSINESS SERVICES

BUDGET PLANNING

POLICY 3100
ADOPTED: 12/18/90
AMENDED: 12/20/16

An annual budget shall be prepared in accordance with state law for community colleges. The fiscal year is established as July 1-June 30.

The president of the college will develop a planning strategy for the college budget that incorporates the board's goals.

The president and his/her staff will prepare a budgeting document to be presented to the Board of Trustees for its input. The document will include revenue received in the current year, projected revenue for the following year, actual expenditures in current year and proposed expenditures for the following year. The document will provide information for all funds and for all line items. Supporting documents will be presented to the Board for all increases and/or decreases in staff and all major expenditures.

The president shall submit a tentative annual budget to the Board of Trustees for study, evaluation, and recommendations prior to the first day of July. The document will include current year revenues and expenses, if available, and projected revenue and expenses for the budgeted year.