

Budget Adoption Process

The annual budget for Mapleton Public Schools (the “District”) shall be adopted according to the following process:

1. The administration shall submit a budget proposal to the Board of Education for Mapleton Public Schools (the “Board”) for tentative approval at least 30 days prior to the beginning of the next fiscal year.
2. Following consideration of the budget proposal presented by the administration, the Board shall approve a proposed budget.
3. Within 10 days of submission of a proposed budget to the Board, a notice of the proposed budget must be published and the budget must be made available for inspection by the public at the central administrative office during business hours. The proposed budget should also be made available on the District’s website. See, DBG-E2: Notice of Proposed Budget for detailed notice requirements.
4. Before final adoption of the budget, a public hearing must be held. At the budget hearing, the Board will present and explain the proposed budget, inviting questions and discussion from the audience. If the budget is to be adopted at a future meeting, the date, time, and place of such meeting shall be entered in the minutes of the hearing.
5. The Board shall officially adopt the budget and an accompanying appropriations resolution prior to the end of the fiscal year. The adopted budget shall be posted online within 60 days in accordance with the Public School Financial Transparency Act.
6. After adoption of the budget, the Board may review and change the budget with respect to both revenues and expenditures at any time prior to January 31 of the fiscal year for which the budget was adopted. After January 31 the Board shall not review or change the budget, except as otherwise authorized by state law including declaration of a fiscal emergency.

If money for a specific purpose other than ad valorem taxes becomes available to meet a contingency after January 31, the Board may adopt a supplemental budget for expenditures not to exceed that amount.

If the District is authorized to raise and expend additional local property tax revenues at an election, the Board may adopt a supplemental budget and appropriation resolution to cover the remainder of the fiscal year following the election based on the additional dollar amount authorized.

Adopted October 22, 2013, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

Colorado Constitution, Article X, Section 20 (*TABOR*)

C.R.S. § 1-5-203(3) (*certification of ballot*)

C.R.S. § 22-40-102(1) (*certification for tax revenues*)

C.R.S. § 22-44-103 (*board must adopt a budget and appropriation resolution for each fiscal year prior to the beginning of the fiscal year*)

C.R.S. §§ 22-44-107 through 111 (*school district budgets*)

C.R.S. § 22-44-115 (*board shall not expend money in excess of the amount appropriated by resolution for a particular fund*)

C.R.S. § 22-44-115.5 (*fiscal emergency – effect on budget*)

C.R.S. § 22-44-301 *et seq.* (*Public School Financial Transparency Act*)

C.R.S. § 22-54-108 (*authorization of additional local revenues*)

C.R.S. § 39-5-128 (*certification of valuation for assessment – board must certify levy to board of county commissioners by December 15*)

CROSS REFERENCES:

DAB: Financial Administration

DBG-E1: Deadlines in Budgeting Process Set by Statute

DBG-E2: Notice of Proposed Budget

DBK: Fiscal Emergencies

DEA: Funds from Local Tax Sources