

Determination of Budget Priorities

All resources of the charter school shall be directed toward ensuring that all students reach their learning potential, including that they meet or exceed state and district content standards. A minimum of 2% of charter school resources shall be allocated to instruction.

In order to fulfill its trustee obligation with regard to charter school resources, the Charter Board must know how resources are currently allocated, whether such allocation is effective and what changes should be made to achieve the greatest educational returns. The administrator shall develop a comprehensive and ongoing system to collect and analyze resource allocation information. The analysis of this information shall form the basis for the budget prepared by the administrator for presentation to the Charter Board. The system shall:

1. determine how resources are currently allocated by school, grade and program
2. link specific inputs with results for students and determine whether the current allocation of resources is effective in raising student achievement
3. identify ways to better use resources to achieve the district's educational objectives and improve teaching and learning

As part of the budget preparation process, the building level accountability committee shall make recommendations to the administrator relative to priorities for expenditures of charter school funds. The administrator shall consider these recommendations when formulating budget requests to be presented to the Charter Board. The administrator shall also consider the building accountability committee recommendations when preparing the budget to be presented to the Charter Board. A copy of the building level accountability recommendations shall be sent to the Charter Board.

The building accountability committee shall make recommendations to the Charter Board relative to priorities for expenditures of charter school funds and provide a copy of the recommendations to the administrator. The Charter Board shall consider these priorities when it adopts the annual budget. The administrator shall consider the accountability committee recommendations when preparing the budget to be presented to the Charter Board.

Accordingly, the budget prepared and presented by the administrator shall:

1. be derived from a long-range plan
2. include contingency plans in the event budget assumptions prove erroneous
3. be in a summary format understandable by a lay person
4. itemize charter school expenditures by fund
5. include information regarding charter school expenditures
6. adequately describe proposed expenditures
7. show the amount budgeted for the current fiscal year and the amount budgeted for the ensuing fiscal year
8. comply with spending limitations in the state constitution (not applicable after voters approve a revenue change measure often referred to as "de-Brucing")
9. consider recommendations made by the building level accountability committee relative to priorities for expenditures of charter school funds

10. contain enough information to enable credible projection of revenue and expenses
11. disclose budget planning assumptions
12. not excessively rely on nonrecurring revenues
13. not provide for expenditures, interfund transfers or reserves in excess of available revenues and beginning fund balances
14. not include the use of beginning fund balance unless the Charter Board has adopted a resolution as described in state law specifically authorizing such use
15. not reduce without approval of the Charter Board, the current cash reserves at any time to less than the minimum amount required by the spending limitations set forth in the state constitution
16. provide adequate and reasonable budget support for Charter Board development and other governance priorities, including the costs of fiscal audits, Charter Board and committee meetings, Charter Board memberships and charter school legal fees
17. take into consideration fiscal soundness in future years and plans for the building of organizational capabilities sufficient to achieve the Charter Board's goals in future years
18. reflect anticipated changes in employee compensation including inflationary adjustments, step increases, performance increases and benefits
19. maintain a 4% operating reserve in the unallocated general fund
20. comply with state and federal law
21. provide sufficient resources to address the charter school's facility needs.

LEGAL REFS.: C.R.S. 22-11-302 (1)(a) (*district accountability committee budget recommendations*)
C.R.S. 22-11-402 (1)(a) (*school-level accountability committee budget recommendations*)
C.R.S. 22-44-105 (1.5) (*budget parameters regarding expenses not exceeding revenue and use of beginning fund balance*)

CROSS REF.: AE, Accountability/Commitment to Accomplishment

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Lake George Charter School

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