

 <p>ANGLOPHONE WEST SCHOOL DISTRICT</p>	<h2>GOVERNANCE POLICIES</h2>
Policy Type	Executive Limitations
Policy Name	Budgeting / Forecasting
Policy Number	ASD-W-EL4
Effective Date: September 20, 2012	Revised: January 23, 2014; October 23, 2014; March 19, 2015, September 22, 2016, November 16, 2017

<p><u>Policy:</u></p> <p>With respect to the actual, ongoing condition of the Anglophone West School District financial health, the Superintendent shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Council priorities established in educational goals and priorities policies.</p> <p>Budgeting for any fiscal year or the remaining part of any fiscal year shall not deviate substantially from Council priorities, risk fiscal jeopardy, or fail to show a generally acceptable level of foresight.</p>
<p>Accordingly, the Superintendent shall not cause or allow budgeting which:</p> <ol style="list-style-type: none"> 1. Intentionally incurs a deficit. 2. Contains too little information to enable <ul style="list-style-type: none"> • Accurate projection of revenues and expenses • Separation of capital and operational items 3. Plans the expenditure in any fiscal year of more funds than are conservatively projected to be received. 4. Provides less than the budget allocation from the Department of Education and Early Childhood Development per annum for Council, such as costs of Council development and Council and Committee meetings.

MONITORING:

Method(s)	Frequency	Month
<ul style="list-style-type: none">• Superintendent Report	<ul style="list-style-type: none">• 4 Times per year	<ul style="list-style-type: none">• October• January• March• June
<ul style="list-style-type: none">• DEC Finance and Budget	<ul style="list-style-type: none">• 2 Times per year	<ul style="list-style-type: none">• January• June