Monroe 2-Orleans BOCES Policy
Series 4000 – Non-Instructional/Business Operations
Policy #4110 – BUDGET PLANNING AND PREPARATION

The budget of the BOCES shall be prepared annually for the Board under the supervision of the District Superintendent. By November of each year the District Superintendent shall develop a timetable and work plan for the use of the component school districts and BOCES administrators to compile budget data.

The budget calendar shall provide for the following:

a) Budget estimates required for Co-Ser preparation.
b) Estimates of service costs provided to component districts for their planning purposes.
c) Tentative budget of expenditures for the program costs, a tentative budget for capital costs, and a tentative budget for the administrative costs for Board review.
d) A presentation of the tentative budgets at the Annual Meeting as well as all attachments as mandated by law and/or regulation.
e) Final budget for Board review and adoption after the tentative budgets have been reviewed and the tentative administrative budget has been voted on by the component school boards in accordance with law.

Education Law Section 1950(2-a) and (4)(b)

Adopted: 7/13/1999
Reviewed: 2/18/2009
Reviewed: 9/21/2011
Reviewed: 8/20/2014
Reviewed: 8/16/2017
Reviewed: 8/19/2020
Reviewed: 8/16/2023
Reviewed: 9/9/2026