

**AUBURN SCHOOL DISTRICT  
BUDGET PLANNING**

The Superintendent may establish procedures for the involvement of staff in the development of the budget proposal.

The Superintendent will annually prepare guidelines and schedules to allow for timely submission of the budget to the Board.

The budget proposal must be within the parameters of board policy and include provisions for:

1. Programs to meet the needs of the entire student body.
2. Staffing arrangements adequate for proposed programs.
3. Maintenance of the district's equipment and facilities.

Upon receipt of the Superintendent's recommendations, the Board will review the budget prior to submission to the Budget Committee.