

BUSINESS PROCEDURES



Island Catholic Schools

ANNUAL SCHOOL BUDGET 700

Rationale

The annual budget is an estimate of the annual financial resources and commitments of the school and is an essential tool for the operation of the school.

Policy

An estimate of revenue and expenditure for the fiscal year will be prepared annually and presented to the Local School Council. On approval by the Local School Council the budget will be submitted to the Catholic Independent Schools Board of Directors for final approval.

Regulation

The Principal is responsible for ensuring that the procedures provided for the development and completion of the Annual School Budget in the document "Called to Serve" are adhered to.

Reference:	Approved
	Date Approved:
Cross-reference: "Called to Serve": The Role of the Local School Council	Date(s) Revised: September 2007