



NON-INSTRUCTIONAL SERVICES: Non-Instructional Services

Budget Planning and Preparation

I. Policy Statement

- A. The Board of Education of Baltimore County (Board) recognizes its responsibility for preparation of an annual budget that supports the operating and capital needs of the school system and aligns with the Board's vision, mission, and goals. The development and adoption of the operating and capital budgets will be in accordance with state law and the Code of Maryland Regulations.

II. Superintendent Responsibilities

- A. The Superintendent shall prepare an annual operating and capital budget and submit the budgets to the Board in accordance with state law, state regulation, and Board policies.
- B. In planning the funds to be included in the budget requests, the Superintendent shall identify the budget initiatives by considering input from the community, area education advisory councils, staff, and other stakeholder groups.

III. Implementation

- A. The Board directs the Superintendent to implement this policy.

Legal References: *Annotated Code of Maryland*, Education Article §4-205, *Powers and Duties of County Superintendent*
Annotated Code of Maryland, Education Article §5-101, *Annual School Budget*

Related Policies: Board of Education Policy 3112, *Operating Budget*

Board of Education Policy 3113, *Transfers and Supplements*
Board of Education Policy 8120, *Purpose, Role, and Responsibilities*
of the Board of Education

Policy
Adopted: 09/18/68
Revised: 06/19/80
Revised: 07/09/02
Readopted: 01/08/08
Revised: 02/05/13

Board of Education of Baltimore County