

AP 6200 Budget Preparation

References:

NWCCU Standards 2.F.2 and 2.F.3
ORS 294.305 – 294.565
Oregon Department of Revenue “Local Budgeting Manual” (150-504-420)
OAR 150, Division 294
AP 2715

The College budget as adopted by the Board of Education will serve as the financial plan of operation and will include estimates of revenues and expenditures for a given period.

The President has the overall responsibility for budget preparation and management. The President will develop procedures, as necessary, to ensure that the proposed budget is developed through the shared governance process (defined in glossary) and in accordance with local and State law.

The budget officer, designated by the Board, will be responsible for delivering information regarding the budget approval to the county assessor as required by law.

The Board will appoint seven community members to serve along with themselves as members of the district’s Budget Committee. The Board will appoint a replacement to complete the term if any community member is unable to complete the term for which they were appointed.

The Board will conduct budget hearings in accordance with state and local budget law. After the public hearings, the Board will approve resolutions to adopt the budget, make appropriations, and impose and categorize taxes. It will complete this work no later than June 30.

Approved: March 12, 2019

Rescinds: 3.005