



Book	Board of Trustees Policy
Section	600 Finance
Title	Budget Preparation
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AGORA CYBER CHARTER SCHOOL
1018 W 8th Ave
King of Prussia PA 19406
Board of Trustees Policy

BUDGET PREPARATION POLICY

1. Purpose

1.1 The Board of Trustees (the "Board") of **Agora Cyber Charter School** ("Charter School") considers the preparation of an annual budget to be one of its most important responsibilities because the budget is the financial reflection of the education plan and strategic plans for Charter School. The budget shall be designed to carry out that plan in a thorough and efficient manner and to maintain the facilities and honor the obligations of Charter School.

2. Authority

1.2 The budget should be studied by each member of the Board during its preparation but, upon adoption, it deserves the support of all members of the Board regardless of their position when adoption was voted.

1.3 The responsible administrator shall set general priorities for expenditures for:

- Staff necessary to maintain current programs
- Technology, equipment, and supplies to maintain current programs, and additional staff necessary to expand or improve current programs

- New technology, equipment, or supplies necessary to improve or expand current programs

The proposed budget should contain for Board review:

- Estimated revenue and expenditures in each financial category for the previous fiscal year
- Estimated revenue and expenditures in each financial category for the upcoming fiscal year
- Student enrollment for the upcoming school year
- Amount of surplus anticipated at the end of the current fiscal year
- Explanation of each item of expense proposed, upon request

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.