



Mitchell Technical Institute POLICY

Category	Approval		
Series 400: Fiscal Management	Effective	Administration	Board
	2/22/10	12/4/09	2/22/10
	Revised		For Review
			2020

BUDGET DEADLINES AND SCHEDULES

MTI 411

Preparation of the annual budget will be scheduled in stages throughout the school year with attention to certain deadlines established by law and Board policy.

The following will serve as a guideline in the scheduling of the budget:

January	Budget preparation begins.
	March Annual audit is requested. Review of proposed budget.
May	The proposed amended budget for the next fiscal year will be considered at the regular Board meeting.
July 15	Deadline for publishing proposed budget and notice of hearing in the official newspaper
July 31	Deadline for budget hearing
September 30	Deadline for Board approval of budget for the anticipated obligations of each fund (except Trust and Agency) for the fiscal year

In accordance with law, any changes in the proposed budget incorporated into the final budget, will be published in the minutes within thirty days after the final adoption of the budget.

Established by law and Board policy.

LEGAL REFS.: SDCL 13-11-2; 13-11-2.1; 13-11-3