



**SMALL SCHOOLS BUDGET
PROCESS PRESENTATION FOR
SCHOOL BOARD MEMBERS**

BOARD RESPONSIBILITY AND FUND ACCOUNTING

SCHOOL BOARD RESPONSIBILITY

Statutory: (NMSA 1978, Section 22-5-4)

- Review & Approve the district budget
- Issue General Obligation Bonds (GO Bonds)

Regulatory (NMAC 6.29.1.9 (A) Powers of the Board)

- Except for salaries, contract for expenditures via procurement code
- Ensure district funds are managed and disbursed appropriately
- Be responsible for oversight of revenue and expenditures within the district

TRANSPARENCY ELIMINATES DESPONDENCY

Prioritize Spending - Define needs vs. wants

Prepare Preliminary Budget – Identify all associated costs (salaries, benefits, additional staff/programs, etc.)

Identify Capital Needs/Expenditures – Equipment, upgrades, repairs

Develop Calendar – Use of Committee

Review Budget – Ensure that budget is realistic and sustainable, make adjustments and assess progress

Track Revenue/Expenses – Throughout the year

Monitor/Evaluate Process – Determine if adjustments are needed during the next cycle

FEDERAL FUNDS

TITLE I, II, III,
IV

IDEA B

GRANTS – 21ST
CENTURY,
ETC.

ADDRESSING CAPITAL NEEDS

- General Obligation Bond
 - 6% of taxable value
 - Debt can only be incurred to “erect, remodel, make additions to and furnish school building, purchase or improve school grounds, purchase computer software and hardware for student use in public school classrooms, provide matching funds for capital outlay projects funded pursuant to the Public School Capital Outlay Act, or any combination of those purposes within the district.”

ADDRESSING CAPITAL NEEDS CONT.

- Educational Technology Bond
 - Requires Board Approval, not Voter Approval
 - Hardware, such as laptops and interactive whiteboards; software; high-speed internet access; network infrastructure; teacher training

ADDRESSING CAPITAL NEEDS CONT.

- HB 33/SB 9
 - HB 33 – Allowable tax up to 10 mills for 6 years
 - Allowables: New construction, renovation, building system replacement, building maintenance, technology upgrades, furnishings, activity buses
- SB 9 – Allowable tax up to 2 mills for 6 years
 - State guaranteed minimum
 - Allowables: New construction, renovation, building system replacement, building maintenance, technology upgrades, furnishings, activity buses

ADDRESSING CAPITAL NEEDS CONT.

- Capital Outlay
 - Standards based funding (based on NMAC adequacy standards)
 - Considered critical capital funding outside of district indebtedness

FINAL TIPS & TAKEAWAYS

- Ask questions
- Follow policy/procedures
- Equality is the goal, but equity should be the driver
- Communicate Regularly
- Remember, a team of 6 needs a unified voice of 1!



THANK YOU!

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SCHOOLS**

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