

## **Business/Non-Instructional Operations**

### **Budget & Expense Report/Annual Financial Statement**

The Superintendent of Schools shall submit to the Board of Education a monthly report of disbursements and budget balances at the regular meeting each month, and shall submit an annual report covering the preceding school year.

Each fiscal year the Board of Education (Board) shall annually make available on its Internet website the aggregate spending on salaries, employee benefits, instructional supplies, educational media supplies, instructional equipment, regular education tuition, special education tuition, purchased services and all other expenditure items, excluding debt service, for each school under the jurisdiction of the Board of Education.

Beginning with the fiscal year starting July 1, 2019 and each fiscal year thereafter, the Board shall, on a quarterly basis, post the Board's current and projected expenditures and revenues on the district's website. In addition, the Board will submit a copy of such current and projected expenditures and revenues to the town's legislative body, or in a municipality in which the legislative body is a town meeting, to the Board of Selectmen.

(cf. 3430 – Periodic Financial Reports)

Legal Reference:       Connecticut General Statutes  
                              10-222 Appropriations and budget.  
                              P.A. 13-247 An Act Implementing Provisions of the State Budget for the  
                              Biennium Ending June 30, 2015 Concerning General Government, Section  
                              192.  
                              PA 19-117, Section 290

Policy adopted:       November 19, 2019

PUTNAM PUBLIC SCHOOLS  
Putnam, Connecticut