

## SAU39 POLICY

### **DBC-R - SAU BUDGET PROCESS**

An SAU Budget Committee shall be formed each year to review the proposed SAU budget. The committee will consist of:

- One representative from each school district budget committee: Amherst Ways and Means, Mont Vernon Budget Committee, and the Souhegan Advisory Finance Committee (*3 voting members*)
- One community member from each school district: Amherst, Mont Vernon, Souhegan appointed by the SAU board (*3 voting members*). If a community member does not volunteer from one or more of the districts, then the school board member sitting on the committee (see below) shall act and vote as the community representative.
- One board member from each school district: Amherst, Mont Vernon, Souhegan (*3 non-voting members*)

A minimum of two SAU Budget Committee meetings will be held throughout the budget process to fully discuss and review the SAU budget, answer questions, prepare for presentation to the SAU Board, and prepare for the Public Hearing. Committee members will vote on whether or not to recommend approval of the budget.

The two SAU Budget Committee meetings will include the following:

First Meeting:

- Introduction and overview of budget and review process
- Discussion of all budget items

Second Meeting:

- Further discussion of all budget items
- Preparation for SAU Board meeting
- Preparation for the Public Hearing

The SAU Budget Committee will report to the SAU board a summary of their work and the results of their vote.

At a SAU board meeting held before January 1, the school administrative unit board shall adopt a budget required for the expenses of the school administrative unit for the next fiscal year, and shall include the expenses necessary for the operation of the school administrative unit.

Prior to January 15 in each year, the board shall certify to the chairperson of the school board of each constituent school district the amount so apportioned. Each district within a school administrative unit shall raise the sum of money apportioned to it by the school administrative unit board for the expenses of services which each district received in connection with the school administrative unit office.

The school administrative unit board in adopting the budget shall not add any new service to the school administrative unit budget unless a majority of the school districts in the school administrative unit representing not less than 60 percent of the total pupils in the school administrative unit have voted favorably upon the establishment of the service. A vote to accept a new service shall not be construed as a vote to raise and appropriate money within the meaning of RSA 197:3.

References: RSA 194-C:9

**SAU 39 District Policy History:**

*First reading:* 11/30/2023

*Second reading/adopted:* 02/19/2024