

# LODI UNIFIED SCHOOL DISTRICT

## Business and Non-Instructional Operations

Policy 3000

### Concepts and Roles

The Board of Education recognizes that the business and other non-instructional operations of the district support the educational program by maximizing and prioritizing resources and providing a safe and healthy environment for students and staff. The Superintendent or designee shall ensure that the district's business and non-instructional operations are efficient and responsive to the needs of the students, parents/guardians, staff, and the community.

The district shall maintain high standards of safety in the operation of facilities, equipment, and services. The Superintendent or designee shall establish a risk management program that promotes safety and protects district resources.

In development of a district budget, the Board and the Superintendent or designee shall establish a calendar that reflects the full budget cycle and a process that satisfies the requirements of law, including opportunities for public input. The Superintendent or designee shall provide fiscal data and prepare a proposed budget document within the budget priorities and parameters set by the Board. The Board shall adopt a budget that is aligned with the district's vision and goals and enables the district to meet its fiscal obligations.

The Board expects sound fiscal management from the administration. The Superintendent or designee shall administer the adopted budget in accordance with Board policies and accepted business practices.

The Board shall monitor financial operations so as to ensure the district's fiscal integrity and accountability to the community. The Superintendent or designee shall complete all required financial reports, facilitate the independent audit process, recommend financial plans for meeting program needs, and keep the Board informed about the district's fiscal and non-instructional operations.

Legal References:	<u>Education Code</u>
	35035 Powers and duties of superintendent
	35160 Authority of Boards of Education
	35160.1 Broad authority of school district
	35161 Powers and duties of Boards of Education
	44518-44519.2 Chief business training program

Policy:  
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