

20. Board Policy *Budgeting and Financial Position*

Budgeting for any fiscal year or the remaining part of any fiscal year should align with the Board's priorities, maintain fiscal viability and be derived from the Education plan.

Accordingly, the Superintendent or designate shall:

1. Provide sufficient information to enable credible projection of revenues and expenses, separation of capital and operational items, cash flow and disclosure of planning assumptions.
2. Plan for expenses to exceed revenues conservatively projected, in any fiscal year, with Board approval.
3. Provide adequate funding per annum for Board initiatives.
4. Ensure the fiscal sustainability of Prairie Rose School Division.

With respect to the division's actual, ongoing financial position, the superintendent shall not cause or allow a material deviation from the budgeted surplus or deficit.

Accordingly, the superintendent shall:

1. Adhere to budget forecasts, with material changes requiring board approval.
2. Spend funds in accordance with the approved annual budget.
3. Ensure tax payments or other government-ordered payments, employee deductions or filings are accurately filed.
4. Advise the board of any significant changes or anticipated changes in financial condition and promptly with a plan to deal with any such changed financial conditions.
5. Ensure accounting transactions are in accordance with Public Sector Accounting Standards (PSAS).

Approved: September 25th, 2025