



DIVISION BUDGET PREPARATION

Budget requirements or requisitions are prepared by the following: Superintendent of Schools and Secretary-Treasurer with input from Principals of Schools, Coordinator of Student Services, Maintenance Supervisor and Transportation Supervisor. From this information, the first draft of the budget is prepared for presentation to the Board.

When the budget has received final Board approval, it is forwarded to the Public Schools' Finance Board as per regulations of the Province of Manitoba and shall be considered as the final School Division budget for the school year in question.