

## **Monitoring Report: Executive Limitation**

*Report Date: May, 2025*

**Policy E.L. 9 (Budgeting)** - *“With respect to the actual, ongoing financial conditions and activities, the Superintendent shall not cause or allow the development of fiscal jeopardy or actual expenditures that are not aligned with achievement of the Board’s Ends policies and complies with applicable law.*

*Accordingly, the Superintendent shall not:*

- 1. Neglect to include reasonable projections of revenues, expenses, and carryover funds; separation of funds, capital, and operational items; cash flow and significant balance sheet items; and disclosure of planning assumptions.*
  - 2. Plan or budget in a manner that risks incurring those conditions described as unacceptable in Financial Administration (EL-10)*
  - 3. Provide inadequate resources for Board priorities as set forth in Investment in Governance (GP-1.9). ”*
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*Accordingly, the Superintendent shall not:*

- 1. Neglect to include reasonable projections of revenues, expenses, and carryover funds; separation of funds, capital, and operational items; cash flow and significant balance sheet items; and disclosure of planning assumptions.*

**Compliance will be demonstrated when:** Budget documents include detailed projections of revenue, expenses, and carryover funds, with clear distinctions between capital and operational items, along with cash flow statements and transparent disclosure of planning assumptions.

**Rationale:** Providing comprehensive financial projections ensures that the district's budget is based on realistic and well-defined assumptions, promoting fiscal stability and responsible financial planning.

**Evidence:** Budget reports, financial projections, documentation of planning assumptions, and Board meeting minutes where the budget is discussed.

- Budget Reports
  - [2024-2025 Adopted Financial Plan and Budget](#)
  - [2025-2025 Revised Financial Plan and Budget](#)
- Financial Projections and planning assumptions
  - [2024-2025 1st Quarter](#)
  - [2024-2025 2nd Quarter](#)
- Board minutes where the budget is discussed
  - [Approval of SY 2024-2025 First Quarter Financial Report](#) - November 19, 2024
  - [Revised FY 2024-2025 Financial Plan and Budget and Budget Resolutions](#) - January 28, 2025
  - [Approval of SY 2024-2025 Second Quarter Financial Report](#) - Feb 11, 2025

*Accordingly, the Superintendent shall not:*

2. *Plan or budget in a manner that risks incurring those conditions described as unacceptable in Financial Administration (EL-10)*

**Compliance will be demonstrated when:** The budget is developed and implemented in a manner that avoids the conditions described as unacceptable in Financial Administration (EL-10), such as incomplete financial records, failure to maximize revenue, or untimely payment of obligations.

**Rationale:** Aligning the budgeting process with the principles of sound financial administration ensures that the district maintains fiscal health and avoids practices that could lead to financial instability.

**Evidence:** Budget documents, financial policies and procedures, audit reports including the CDE audit accreditation and fiscal health calculations, and documentation of compliance with Financial Administration policies.

- [2024-2025 Adopted Financial Plan and Budget](#)
- [2025-2025 Revised Financial Plan and Budget](#)
- [Fiscal year 2024 CDE Audit Accreditation Report](#)
- [Fiscal year 2024 Fiscal Health Calculations](#)
- [Fiscal year 2024 audit](#) - Annual Comprehensive Financial Report
- Financial Policy Updates - [March board meeting](#)

*Accordingly, the Superintendent shall not:*

3. *Provide inadequate resources for Board priorities as set forth in Investment in Governance (GP-1.9).*

**Compliance will be demonstrated when:** The budget allocates sufficient resources to support the Board's priorities as outlined in the Investment in Governance policy ([GP-1.9](#)), including board operations, professional development, community engagement, and outside monitoring assistance.

**Rationale:** Allocating adequate resources to Board priorities ensures that the Board has the necessary support to govern effectively and fulfill its responsibilities.

**Evidence:** Budget documents, records of Board expenditures, documentation of resources allocated to Board priorities, and Board meeting minutes where budget allocations are discussed.

- Board of Education meeting - Agenda items that specifically discuss the Board's budget
  - September 24, 2024 - [Board Budget Review](#)
  - November 19, 2024 - [First Quarter Board Budget Review](#)
  - January 28, 2025 - [Board Budget Discussion](#)
  - March 4, 2025 - [Second Quarter Board Budget Review](#)
- Board of Education [Funds Available Reports](#) - provided to the Board as an update for the Board's working budget.

*Compliance: I report compliance with this policy*