

Article III.D. Relations to Board of Education

The superintendent shall:

- A. Be and act as the budget officer of the district, and shall, prior to June 1 of each year, prepare and file with the Board of Education a tentative budget. The tentative budget and supporting documents shall include the following items:
1. the revenues and expenditures of the preceding fiscal year;
  2. the estimated revenues and expenditures of the current fiscal year;
  3. an estimate of the revenues for the succeeding fiscal year based upon the lowest tax levy that will raise the required revenue, using the current year's taxable value as the basis for this calculation;
  4. a detailed estimate of the essential expenditures for all purposes for the next succeeding fiscal year; and
  5. the estimated financial condition of the district by funds at the close of the current fiscal year.

The tentative budget shall be filed with the district business administrator for public inspection at least 15 days prior to the date of its proposed adoption by the local school board. (Utah Code 53G-7-302).

- B. See that all constitutional or statutory laws and all State Board rules and regulations governing the schools, including provisions affecting compulsory attendance, elections, bonding, auditing, and all requirements for state reports are carried out, and that the rules and regulations of the Board of Education are enforced.
- C. Investigate promptly and report to the Board of Education any infringement of the legal rights of the district or any legal action involving the responsibility of the district.