

**CONCEPTS AND ROLES IN BUSINESS
AND NONINSTRUCTIONAL OPERATIONS;
GOALS AND OBJECTIVES**

The Holmdel Township Board of Education recognizes that money and money management are a prime support of the whole school program. To make that support as effective as possible, the Board intends:

- A. To encourage advance planning through the best possible budget procedures;
- B. To explore all practical sources of monetary income;
- C. To guide the expenditure of funds so as to extract the greatest educational returns;
- D. To expect top-quality accounting and reporting procedures; and
- E. To maintain the optimum level of unit expenditure needed to provide high quality education within the ability of the community to pay.

Support services are essential to the successful functioning of a school system. Management of auxiliary operations is therefore an important responsibility of the district administration. It should be remembered, however, that education is the district's legislated function and all support services shall be provided, guided and evaluated accordingly.

In order to provide services that sufficiently support the educational program, the Board establishes these broad goals:

- A. To provide a physical environment for teaching and learning that is safe, healthful and pleasant for pupils, staff and public;
- B. To provide resources, facilities and assistance as they develop to meet the needs of the educational program; and
- C. To adopt and implement sound fiscal procedures.

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File Code: 3000
3010

Source: Regular Board Meeting

Date: August 20, 1986

Revised: September 13, 1995

Revised:

Legal References:	<u>N.J.S.A.</u> 2C:30-4	Overexpenditure of funds
	<u>N.J.S.A.</u> 18A:4-14	Uniform system of bookkeeping for school districts
	<u>N.J.S.A.</u> 18A:17-14.1 through -14.3	Appointment of school business administrator; may act as secretary; duties, etc.
	<u>N.J.S.A.</u> 18A:17-24.1	...
	<u>N.J.S.A.</u> 18A:18A-1 <u>et seq.</u>	Sharing of personnel by school boards
	<u>N.J.S.A.</u> 18A:33-1 <u>et seq.</u>	Public School Contract Law
	<u>N.J.S.A.</u> 18A:39-1 <u>et seq.</u>	Facilities in general
	<u>N.J.A.C.</u> 6:11-9.1 <u>et seq.</u>	Transportation to and from schools
	<u>See particularly:</u>	Requirements for administrative certification
	<u>N.J.A.C.</u> 6:11-9.1, -9.2, -9.3(d), -9.7	
	<u>N.J.A.C.</u> 6:20-2A.1 <u>et seq.</u>	Double entry bookkeeping and GAAP accounting in local school districts
	<u>N.J.A.C.</u> 6:20-9.1 <u>et seq.</u>	Child nutrition programs
	<u>N.J.A.C.</u> 6:21-1.1 <u>et seq.</u>	Pupil transportation
	<u>N.J.A.C.</u> 6:22-1.1 <u>et seq.</u>	School facilities planning services

Possible

Cross References: *3100 Budget planning, preparation and adoption
3200 series Income
3300 series Expenditures/expending authority
3400 series Accounts
3500 Noninstructional operations

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- *3510 Operation and maintenance of plan
- 3530 Insurance management
- 3541 series Transportation
- 3542 series Food service
- 3543 series Office services
- 3570 series District records and reports
- 3600 Evaluation of business and noninstructional operations
- 9123/9124 Appointment of board secretary; appointment of business official

