

This guide will help you navigate the complexities of budget preparation, financial forecasting, resource allocation, and more.

## **Financial Planning and Budget Approval:**

Use Frontline's Financial Planning and Budget Management Analytics to plan your budget for the academic year. Ensure that the budget is approved by all relevant stakeholders.

### **Comparative Analytics and Financial Planning:**

With accurate student enrollment data, use Frontline's Financial Planning and Budget Management Analytics tool for accurate financial forecasting.

### **Staff Compensation and Benefits:**

Review and update teacher and staff compensation and benefits packages and ensure that they are properly accounted for in the budget.

### **Capital Budget and Long-Term Investments:**

Review the capital budget and any long-term investment plans. Ensure the budget covers necessary improvements or repairs to facilities.

### **Plan for Anything:**

Leave the stress of creating budget and financial reports to Budget Management and Financial Planning. One click creates customized Excel Reports and PowerPoint presentations based on how projections are changing.

### **Procurement Process:**

Update and streamline procurement processes to ensure efficient use of budgeted funds.

### **Location Analytics for Resource Optimization:**

Utilize Frontline's Location Analytics to optimize resource distribution across the district. Ensure budget aligns with resource needs at each location.

### **Benchmarking with Comparative Analytics:**

Leverage Frontline's Comparative Analytics to benchmark your budgeting and spending against similar districts. Use insights to make any necessary adjustments.

### **Risk Assessment and Contingency Planning:**

Conduct financial risk assessment and prepare contingency plans. This ensures financial stability even during unexpected situations.

### **Budget Communication:**

Develop a clear communication plan for sharing budget information with parents, staff, and other stakeholders. Ensure transparency in financial operations. Leave the stress of creating budget and financial reports to Budget Management and Financial Planning. One-click creates customized Excel Reports and PowerPoint presentations based on how the projections are changing.



### **Compliance and Auditing:**

Verify compliance with all local, state, and federal regulations related to school finances. Schedule internal and external audits to ensure proper financial management.



### **Training on Financial Tools:**

Arrange for professional development for staff members involved in financial operations. Training should focus on effectively using Frontline solutions for budgeting and financial planning.

### **Emergency Funds:**

Allocate a portion of the budget for emergencies. This fund will ensure that unexpected expenses can be met without disrupting regular school operations.

# **Confidently communicate financial** performance to your board and community.

Frontlineeducation.com/FinanicalPlanningandBudgetManagementAnalytics