

Contingency Plan Addition for Documenting School Site Council Decisions in Minutes During 2025-2026 Budget Development

- **Approval of a 2025-2026 Contingency Plan for 7S046 for Budget Development purposes (approve both the *shortage and **overage plans)**

A contingency plan **for 7S046** was created in the event that additional money was needed to cover other costs such as salary increases.

*If a budget item was underfunded, funds will be taken from ____ (budget item and description) ____ & (if needed) from ____ (budget item and description) ____ . **(Specify budget items such as Supplemental Instructional Materials (SIM), and/or additional non-position funding lines)** in the spaces provided.)

If a budget item was overfunded, any additional funds will be placed in ____ (budget item and description) ____ & ____ (budget item and description) ____ . **(Specify budget items such as Supplemental Instructional Materials (SIM), and/or additional non-position funding lines) in the spaces provided.)

The members discussed expenditures, the council was given an opportunity to ask questions and provide feedback before the motion was made.

- a. A motion was made by (name) to approve the Contingency Plan. The motion was seconded by (name). There was an opportunity for discussion. (Brief details)
- b. The votes on the motion are as follows: (#) members in favor, (#) members opposed, (#) members abstained.
- c. The motion passed **OR** failed.

- **Approval of a 2025-2026 Contingency Plan for 7E046 for Budget Development purposes (approve both the *shortage and **overage plans)**

A contingency plan **for 7E046** was created in the event that additional money was needed to cover other costs such as salary increases.

*If a budget item was underfunded, funds will be taken from ____ (budget item and description) ____ & (if needed) from ____ (budget item and description) ____ . **(Specify budget items such as Supplemental Instructional Materials (SIM), and/or additional non-position funding lines)** in the spaces provided.)

If a budget item was overfunded, any additional funds will be placed in ____ (budget item and description) ____ & ____ (budget item and description) ____ . **(Specify budget items such as Supplemental Instructional Materials (SIM), and/or additional non-position funding lines) in the spaces provided.)

The members discussed expenditures, the council was given an opportunity to ask questions and provide feedback before the motion was made.

- a. A motion was made by (name) to approve the Contingency Plan. The motion was seconded by (name). There was an opportunity for discussion. (Brief details)
- b. The votes on the motion are as follows: (#) members in favor, (#) members opposed, (#) members abstained.
- c. The motion passed **OR** failed.

For Comprehensive Support and Intervention (CSI) Schools Only. The section below may not apply to all schools.

- **Approval of a 2025-2026 Contingency Plan for 7T691 for Budget Development purposes (approve both the *shortage and **overage plans)**

A contingency plan **for 7T691** was created in the event that additional money was needed to cover other costs such as salary increases.

*If a budget item was underfunded, funds will be taken from (budget item and description) & (if needed) from (budget item and description) . (**Specify budget items such as Supplemental Instructional Materials (SIM), and/or additional non-position funding lines**) in the spaces provided.)

If a budget item was overfunded, any additional funds will be placed in (budget item and description) & (budget item and description) . (Specify budget items such as Supplemental Instructional Materials (SIM), and/or additional non-position funding lines**) in the spaces provided.)

The members discussed expenditures, the council was given an opportunity to ask questions and provide feedback before the motion was made.

- a. A motion was made by (name) to approve the Contingency Plan. The motion was seconded by (name). There was an opportunity for discussion. (Brief details)
- b. The votes on the motion are as follows: (#) members in favor, (#) members opposed, (#) members abstained.
- c. The motion passed **OR** failed.

* If the adjusted allocation results in a negative balance in pending distribution for program 7S046, 7E046, or 7T691 (if applicable) the decisions voted upon by SSC to defund the expenditures listed above for the applicable program will be implemented to cover any negative in the school's Title I budget.