



Wickenburg Unified School District  
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WUSD Budget Reduction/Revenue Generation Process  
10.20.11

**Reduction/Revenue Generation Process:**

(Budget reduction target will be revised throughout the process based upon enrollment changes and/or legislative proposals)

- Financial projections presented to Governing Board and administrative team (Finalized November, 2011).
- Financial projections presented to district staff (Finalized December 23, 2011).
- Creative/Innovative Ideas Forms distributed to school and district department staffs (via email) and community (via the website) for review and completion (Finalized December 23, 2011).
- Schools and district departments discuss creative and innovative ways to operate differently (or together) to save Maintenance and Operations (M&O) dollars. Outcome of discussions are recorded in writing by principals and district department supervisors and are submitted to District Office (Finalized by January 27, 2012).
- School and district department staffs individually complete the Creative/Innovative Idea Form identifying how their school or district department can operate in a creative or innovative way to save M&O dollars (Finalized by January 27, 2012).
- Creative/Innovative Idea Forms received back from community members (Finalized by January 27, 2012).
- District Office will review all submitted forms and feedback, confirm the level of budget savings/revenue generation, and place the item on the “Budget Items Under Review” list. This list will include items generated from the Creative/Innovative Idea Forms and school/district department discussions (Process will be ongoing, but will be finalized by February 16, 2012).
- School site councils, leadership teams, and various other groups will review the Budget Items Under Review list, add additional components as necessary, and provide feedback to District Office (Process will be ongoing, but will conclude by February 23, 2012).
- Based upon feedback from school site councils, leadership teams and various other groups, the District Office and administrative team will move items from the Budget Items Under Review list to the Identified Budget Savings and Revenue Generation lists (Process will be ongoing, but will conclude by March 2, 2012).

- The Budget Items Under Review and Identified Budget Savings/Revenue Generation lists are provided to the Governing Board for their review by the District Office (Process will be ongoing starting mid-February).
- Governing Board considers the administration's recommendations and makes a final decision regarding Identified Budget Savings and Revenue Generation lists (Action taken by end of second week in April).