

Beaverton School District Budget Roles

	Superintendent & Budget Officer	Budget Committee	School Board
Budget Development	Prepares proposed budget, publishes meeting notices Board goals and objectives reviewed Develop budget that fits educational needs of district within estimated resources		Appoints budget officer Approves budget calendar Approves budget goals
Budget Process Responsibility	Propose Budget →	Approve Budget/Levies→ Hold public meetings, receive proposed budget, request information for clarification, provides opportunity for citizen questions and comments, and receive input from citizens Discuss and approve budget based on District goals	Adopt Budget Levy Taxes Appropriation resolution
Budget Message	Submit budget message	Hear budget message	
Budgeting & Governance	Program and staffing decisions	Ask the questions: Does this fit within our policies? Is the arithmetic of the budget accurate?	Sets Policy and district goals Approves employee contracts School closure decisions
Hearing	Publish budget summary and hearing notice		Hold budget hearing
Post Budget Process Responsibility	Manage budget throughout fiscal year	Duties end when the budget is approved	Supplemental budget or appropriation transfer if needed

What is 'not' the Budget Committee role*?

- The Budget Committee does not set salaries, benefits or contract terms for employees or administrators
- The Budget Committee does not set staffing levels or make organization structure decisions
- The Budget Committee does not decide whether or not an educational program or service should be provided
- The Budget Committee does not make or alter District goals or policies

*As presented by Betsy Miller-Jones of Oregon School Boards Association on October 22, 2010