

Neah-Kah-Nie School District 56

Code: DBEA
Adopted: 11/12/01
Readopted: 1/14/08; 3/17/15
Orig. Code: DBEA

Budget Committee

By law, the budget committee is charged with making recommendations concerning financial priorities.

~~Organization, Membership and Terms of Office~~

The ~~district~~ budget committee will have the responsibility for reviewing the financial programs of the district, reviewing the proposed district budget as presented by the superintendent, and recommending an annual or biennial district budget in keeping with the provisions ~~consist~~ of applicable state laws.

Educational policy decisions are the responsibility ~~the seven members~~ of the Board, not the budget committee. The committee does not have the authority to add programs or to approve additional personnel or increase salaries. While the committee may, in effect, delete programs because of a fund decrease, the committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, set an amount that changes the recommended budget and may request the administration make such changes in accordance with priorities set by the Board.

The following will govern the make-up and process of establishing the district's budget committee:

1. The budget committee consists of ~~seven~~ ^{members} ~~seven electors~~ appointed by the Board plus the elected Board members of the district. To be eligible for appointment, the appointive member must:
 - a. Live ~~by zone~~ and be registered to vote in the district;
 - b. Not be an officer, agent or employee of the district.
2. At least one member of the budget committee must be a member of the district's educational equity advisory committee.¹
3. No budget committee member may receive any type of compensation from the district;
4. At its first meeting in ~~July~~, ^{of the new fiscal year} the Board will identify vacant budget committee positions which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons, ~~during the month of July~~. Such applications will include a signed statement that the applicant is willing to serve as a member of the budget committee and to adhere to the policies of the district. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate;

¹ Districts with ADM over 10,000 must convene an educational equity advisory committee no later than September 15, 2022. Districts with ADM of 10,000 or under are not required to convene an educational equity advisory committee until September 15, 2025.

September

- 5. At the first regular Board meeting in ~~[August]~~, the Board will review the names of persons filing applications and names of those persons who have served previously and are willing to be reappointed. At the first regular meeting in ~~[September]~~, the Board will appoint persons to fill the vacant positions;

October

~~The appointive committee required by law. Terms of appointed members of a budget committee in a district that prepares an annual budget will be appointed for three-year terms. The terms will be staggered three years each with appointments made so that, as near nearly as practicable, terms of one-third of the appointive members' terms end members expire each year. [The appointive Appointive members of a budget committee in a district that prepares a biennial budget shall be appointed to four-year terms. The terms shall be staggered so that as near as practicable, one-fourth of the terms of the appointive members expire each year;] end each year. The Board will establish appropriate timelines and procedures for appointment of budget committee members.~~

- 6. If any appointive member is unable to complete the term for which the member was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting.

Budget Committee Responsibilities

The following items explain the budget committee responsibilities:

At its first meeting after appointment, the budget committee will elect a presiding officer from among its members. It may also establish other ground rules as necessary for successful operation of the committee; A majority of the constituted committee is required for passing an action item. Majority for a ~~14-member budget committee is 8~~ ~~[10-member budget committee is 6]~~. Therefore, if only ~~[8]~~ ~~[6]~~ members are present, a unanimous vote is needed for passing an action; ~~item.~~

ok

~~Presiding Officer and Orientation of Budget Committee~~

- ~~7. Organization: The budget committee will hold its first regular organizational meeting on a day set by the Board. A presiding officer shall be elected from among its members at this meeting. Such meeting may be prior to or on the date the budget message and document are presented.~~
- ~~8. Background Information: Budget committee members will be provided with data for the ensuing year, such as the Board's educational plan, and other pertinent material bearing on the preparation of a school budget.~~

Meetings of the Budget Committee

The budget committee shall hold one or more meetings to receive the budget message, receive the budget document and to provide members of the public with an opportunity to ask questions about and comment on the budget document. The budget officer ~~committee~~ shall announce the time and place for all such meetings, as provided by law. All meetings of the budget committee are open to the public;

- 9.7. The budget committee may request any information used in the preparation of or for revising the budget document from the superintendent or business manager. The committee may request the attendance of any district employee at its meetings. The budget committee will approve the budget document as submitted by the superintendent or as subsequently revised by the committee;

Budget Officer

~~10.8.~~ After approval of the original or revised budget document, the budget committee's duties cease. The hearing on the approved budget is held by the Board.

~~Function of the Budget Committee~~

~~It is the function of the budget committee to approve budget estimates for an educational plan previously determined by the Board. No new program should be considered for the budget estimate that has not previously been submitted to the Board and approved as a part of the educational plan. The budget committee will determine levels of spending, but will not determine programs.~~

~~Final Action~~

~~The budget committee will approve an estimated budget document for submission to the Board.~~

END OF POLICY

Legal Reference(s):

[ORS 174.130](#)
[ORS 192.610 to -192.695](#)

[ORS 294.305 to -294.565](#)
[ORS 329.711](#)

[ORS 433.835 to -433.875](#)

Cross Reference(s):

BDE - Public Hearing
DBG - Budget Hearing