

Budget Committee

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

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

Educational policy decisions, however, are the responsibility 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 in arriving at a levy figure, 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 budget committee shall consist of the members of the District Board and an equal number of qualified electors of Monroe School District #1J appointed by the Board and representative of each zone, and the committee member must reside within the zone they represent. A person who is an employee of the District is not eligible to serve as a budget committee member while so employed.

At least one member of the budget committee must be a member of the district's educational equity advisory committee.¹

As part of the District Organization and Annual Procedures, the Board will identify vacant budget committee positions which must be filled by appointment of the Board. The Board shall appoint a suitable number of qualified electors for three year terms to succeed those budget committee members whose terms are expiring.

The appointive budget committee members will be appointed for three-year terms. The terms will be staggered so that approximately one-third of the appointive members' terms end each year. If any appointive member is unable to complete the term for which he/she 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.

At its first meeting after appointment, the budget committee will elect a presiding officer from

¹Districts 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.

among its members. It may also establish such 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 ten member budget committee is six. Therefore, if only six members are present, a unanimous vote is needed for passing an action.

The budget committee shall hold one or more meetings to receive the budget message, 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 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.

The budget committee may request of the superintendent or business manager any information used in the preparation of or for revising the budget document. 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.

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.

END OF POLICY

Legal References:

ORS 174.130
ORS 192.610 - 192.710
ORS 294.305 - 294.565 Local Budget Law
ORS 329.711
ORS 433.835 - 433.874