

Seaside School District 10

Code: **DBEA**
Adopted: 7/26/07
Revised: 4/21/15

Budget Committee

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

The budget committee will have the responsibility of reviewing the financial program of the District, reviewing the proposed District budget as presented by the superintendent and approving 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 increased salaries. While the committee may, in effect, delete programs because of the deletion of funds in arriving at a palatable levy figure, the committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, set an amount to be cut from the budget and request that administration make such reductions in accordance with priorities set by the Board.

The budget committee consists of seven members appointed by the Board plus the elected Board members. To be eligible for appointment, the appointive member must:

1. Live and be registered to vote in the District;
2. Not be an officer, agent or employee of the District.

No budget committee member may receive any type of compensation from the District.

At its meeting in November, the Board will identify vacant budget committee positions which must be filled by appointment of the Board and the Board member responsible for the appointment. The Board may contact the person who previously served in the now vacant position to ascertain his or her willingness to serve another term if appointed. The recommendation should be made at the December Board meeting.

The appointive members of the budget committee will be appointed for terms of three years. If any appointive member is unable to complete the term for which he or she was appointed, the Board will announce the vacancy at the first regular Board meeting following the resignation or removal of the committee member. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting.

At its first meeting after its appointment, the budget committee will elect a chair and vice-chair from among its members. It may also establish such other ground rules as it deems 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 eight. Therefore, if only eight 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 use in 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 Reference(s):

[ORS 174.130](#)
[ORS 192.610 - 192.710](#)
[ORS 294.305 - 294.565](#)

Cross Reference(s):

DBD - Budget Priorities
DBG - Budget Hearing