Budget Committee

By law, the budget committee is charged with approving a budget for the operational and administrative expenses of the ESD.

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

Program and service 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 funding 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 budget committee consists of eight members appointed by the Board from component school district Boards plus the seven elected Board members. To be eligible for appointment, the appointed member must: (1) live and be registered to vote in the district; (2) not be an officer, agent or employee of the education service district. No budget committee member may receive any type of compensation from the ESD. Reimbursement of budget committee expenses shall be in accordance with Board policy BHD-Board Member Compensation and Expense Reimbursement and related administrative procedures.

The Board will identify vacant committee positions which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested members of component district Boards. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate.

The appointed budget committee members in an ESD that approves the annual budget will be appointed for three-year terms. The term will be staggered so that approximately one-third of the appointed members' terms end each year. If any appointed 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. 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 and vice presiding officer from 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 15-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 officer shall announce the time and place for all meetings, as

provided by law. All meetings of the budget committee are open to the public. Minutes shall be taken, made available and retained in accordance with the Public Meetings Law.

The budget committee may request of the superintendent any information used in preparation or revision of the budget document. The committee may request the attendance of any ESD 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 annual 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 - 294.56
ORS 334.240

OAR 581-024-0262