

Billings School District 2

THE BOARD OF TRUSTEES

Budget Committee

The Budget Committee is charged with reviewing the budget of the District. It scrutinizes the District's budget and makes recommendations to the Planning and Development Committee in light of the District's strategic plan, desired educational results, major expenditures, potential economies for the District, sources of funding, personnel policy, and general fiscal management policy. The Budget Committee may also review long term financial projections of the District.

Budget Committee Oversight

The Planning and Development Committee is charged with recommending to the full Board the annual budget. Recommendations regarding the annual budget and financial projections shall be submitted to the Planning and Development Committee by the Budget Committee. The Planning and Development Committee may request the Budget Committee to review specific financial areas of the District.

General Provisions

The Chair of the Budget Committee shall be the Vice Chair of the Board of Trustees, or designated Trustee. The committee shall consist of seven (7) members, two (2) of which shall be Board members and five shall be community members. The community members ideally will have a demonstrated record of managing large businesses or organizations or possess significant financial knowledge as determined by criteria set forth by the Planning and Development Committee. The community members shall be approved by the Planning and Development committee and shall serve two (2) year terms that coincide with the District's fiscal calendar. All members of the committee will be voting members of the committee.

Committee Meetings

The Budget Committee will meet when required but normally no more than four times per year. Committee meetings will normally be in the spring and summer to provide adequate review before the adoption of budgets in August. One of the committee meetings shall be held in conjunction with a public forum to seek feedback on the annual budget. Four members shall constitute a quorum.

To allow for full public participation, notice of committee meetings will be provided in the same way as regular Board meetings. Except as provided for in Montana law, all committee meetings shall be open meetings. The committee chair is responsible for planning, providing notice, and convening meetings of the committee. The committee chair and the chair of the Planning and Development Committee, will prepare an agenda for each committee meeting in consultation with the Superintendent and administrative liaison.

Committee Records and Reporting

The committee will keep minutes that comply with § 2-3-212, MCA. Draft minutes will be made available to the committee for review following committee meetings and will be presented for official acceptance at the next meeting.

Implementing Policy 1130 Committees

Cross References: Policy 1130 Committees
 Policy 1310 District Policy
 Procedure 1130-P1 Committees General Procedures

Procedure History:

Effective on: February 17, 2015
Updated on: September 1, 2022