

# Budget Advisory Committee Charter

<b>Description</b>	A District led citizens advisory group designed to inform the public on education funding policies and practices, and to solicit participation in the District’s budgeting process
<b>Objectives</b>	<ul style="list-style-type: none"> <li>• The committee will have a clear understanding of the District’s financial landscape and budgeting process</li> <li>• The committee will have opportunities to influence the District on future budget decisions</li> <li>• The district will utilize community survey data and committee input to inform funding decisions related to our strategic goals and initiatives</li> </ul>
<b>District Facilitation</b>	The Business and Finance Division and the Public Information Office
<b>Committee Participants</b>	40 randomly selected applicants who represent various key stakeholders throughout the district and community
<b>Committee Structure</b>	<p><u>Phase 1 – Inform the Public</u></p> <ul style="list-style-type: none"> <li>• 2 evening informational meetings to provide a deep dive on specific funding topics</li> </ul> <p><u>Phase 2 – Public Informs our Budgeting Process</u></p> <ul style="list-style-type: none"> <li>• 3 evening focus group sessions to review the district’s Budgeting by Priorities proposals to provide feedback and make recommendations</li> </ul>
<b>Committee Code of Conduct</b>	<p>The District Team and Committee Members agree to:</p> <ul style="list-style-type: none"> <li>• Share differing points of view and engage in debate with care and respect</li> <li>• Respect everyone’s time by starting and ending on schedule and staying on task</li> <li>• Be patient when listening to others speak and not interrupt them</li> </ul> <p>We aim to create a safe, productive space for the open exchange of ideas and perspectives. Out of courtesy to all committee members, disrespectful behavior will not be tolerated.</p>

## **Budget Advisory Committee Charge**

By May 22, 2025, present a recommendation to the Board for the funding prioritization of Budgeting by Priorities proposals for the 2025-2026 District budget.

## **Board of Director's Guiding Principles**

1. We will be sensitive to our diverse needs and continue to focus on eliminating disparities among all groups.
2. We will prioritize coursework necessary for on-time graduation.
3. We will focus on maintaining and enhancing social emotional well-being and mental health services for all students.
4. We will focus on maintaining and enhancing the quality of learning and the learning environment for all students.
5. We will protect our institutional or program accreditations or compliance with laws and regulations.
6. We will rely on data and benchmarks, when available, to assess the educational impact of programs and initiatives considered for enhancement, reduction or elimination.
7. We will engage with the community to ensure transparency and communicate adjustments to district staff, partner organizations, parents, and community members.
8. If position eliminations are necessary, we will make every effort, to reassign displaced employees to vacant positions for which they qualify.

## **Budget Development Criteria**

1. We will put the safety of our students, as well as staff, partners, and the community, at the forefront of all decisions.
2. We will consider the essential needs for maintenance of our physical facilities when making decisions.
3. We will be mindful of long-term financial impacts regarding both program enhancements and reductions.
4. We will prioritize the affordability and access to athletics, activities and school meals.

## **Roles/Responsibilities**

The Superintendent has directed the Budget Team to host Budget Advisory Meetings to engage with the community. To limit bias as the committee works through their learning process, the committee will be limited to the following supports from the District.

1. Board Members – We will welcome 2 Board Members per meeting.
2. Budget Department – Plan, prepare and lead meetings and content.
3. Cabinet Members – Designee invited to each meeting as a representative of the Superintendent.
4. Communications Liaison – Communicate details of meetings with stakeholders via Website and provide support in-person at the meetings.
5. Department Leads – Invited to sessions 3, 4 & 5 to provide content, details, and answer questions for community members.