

Gunnison School District RE1J Fund 26 (2014 Mill Levy) Review Committee

Duties

The funds generated by the 2014 mill levy override election will be collected in Fund 26. Fund 26 is a Special Revenue Fund used to account for and report the proceeds of special revenue sources that are restricted or committed to expenditures for specific purposes. The Fund 26 Review Committee will serve as an independent and objective party to review use of Fund 26 monies.

The committee will have four primary annual functions:

1. The committee will review the proposed budget and certify whether the proposed expenditures are consistent with the ballot language. The committee shall not express opinions about individual items as priorities will be set by the staff and the Board of Education.
2. Based upon the proposed budget and the state's contribution to the district's budget, the committee will make a recommendation about the Mill Levy amount to the Board of Education.
3. The committee will review actual expenditures after the fiscal year is closed out to determine whether the expenditures were in line with the budget. If significant variances occur, the committee will certify whether the variances are consistent with the ballot language.
4. As needed, the committee will facilitate transparency concerning the use of Fund 26 monies to all appropriate stakeholders, including, but not limited to, the Board of Education, District Staff, and the general public.

Appointments

The Board of Education shall select and appoint the members as needed.

Membership

1. There shall be three non-employee community members appointed by the Board.
 - a. The community members will come from the Gunnison attendance area (1), the Crested Butte attendance area (1), and one member shall serve the community at-large. They will be the voting members.
2. The Superintendent and the Business Manager will assist the Committee and provide necessary financial reports and documents. They will be non-voting members.
3. One (1) Board member will serve as a liaison and be a non-voting member.

Authority

The community representatives shall work as an advisory committee to the Board of Education.

Officers

The Committee members shall select a Chairperson to coordinate with staff and organize meeting agendas.

Length of Service Terms

1. Each term will run from July 1st to June 30th to correspond with the Districts' fiscal year.
2. Term of service will be three (3) years.

3. The members of the committee shall have terms of service that expires in alternating years, such that there will always be two community members with more than one year of experience working with the group.
4. The Board of Education may appoint members to a one or a two-year term until the desired balance is achieved.

Meetings

The time and location of meetings shall be determined by the membership, allowing sufficient opportunity to review financial statements and make recommendations to the Board as necessary. The standard schedule will involve a meeting in December to review the previous year's spending and a meeting in March to review the proposed budget and make a recommendation concerning the mill levy. The committee may also meet after the state legislature closes if the legislature takes action that materially affects the amount of money the district receives from the state. The focus of this meeting would be to determine whether to change the recommendation concerning the assessment. Additional meetings may be added as needed.

Attendance Obligations

Members are expected to attend all regular and special meetings of the Committee. Should a member be absent from two meetings in a fiscal year, that member may be replaced by the Board.

Reports

The Fund 26 Review Committee will review the 2014 Ballot Language and exhibits prior to making a report or a recommendation to ensure alignment with the stated purpose of the ballot question. The Committee shall submit a report to the Board of Education each May or June with a recommendation on the amount of Mill Levy certification for the following year. The Business Manager will report on the expenditures of Fund 26 as part of the budget process.

Adopted: January 12, 2015

Amended: April 6, 2015

Amended: December 10, 2015