



Philomath School District 17J

Benton County School District No. 17J, 1620 Applegate Street Philomath OR 97370 (541) 929-3169

August 2025

Dear Applicant:

Thank you for your interest in serving on the budget committee for the Philomath School District. This volunteer position is vital to the continued growth and sustainability of the district. It is through the efforts of the budget committee along with the Superintendent and Business Manager that the resources provided are utilized in the best manner to ensure we reach our vision of *Graduating EVERY Student and Transition Each into a Job, Training, or College*.

In order to be considered for a position on the budget committee, please complete the Candidate Information Sheet and return it to the district office to my attention. The procedure for review and appointment of budget committee members will be as follows:

Notice of Vacancy Issued	August 14, 2025
Candidate Information Sheets Due	September 30, 2025
Board Review/Interviews/Appointment	October 9, 2025

The normal term of a budget committee member is three years. We have two vacancies on the Budget Committee, due to term expirations on 6/30/2025.

Meeting commitments include a budget information session, along with one or two work sessions held in the Spring. The formal budget committee meetings (usually one or two) occur in early May to late June (if necessary) and are usually no longer than two hours each in length.

Should there be any questions with regard to the budget committee and/or what it means to serve, please contact me via email at jennifer.griffith@philomath.k12.or.us or by phone at 541-929-3169. For more information on the district, please visit our website at www.philomathsd.net. The business office is located under the Departments tab.

Thank you, again, for your consideration of the position.

Regards,

Jennifer Griffith
Business Manager
Philomath School District



BUDGET COMMITTEE

CANDIDATE INFORMATION SHEET

**Please fill out this form and return it to the Philomath School District Administration Office:
1620 Applegate St., Philomath, OR 97370 or email: jennifer.griffith@philomath.k12.or.us**

APPLICATIONS ARE DUE BY 12:00 NOON, ON TUESDAY, SEPTEMBER 30, 2025

Qualifications for Appointment: Candidate must live in the district; be a registered voter in the district; and must not be an officer or employee of the school district. The School Board will review applications and make appointments at the October 9, 2025 Board meeting. Term of appointment is 3 years, unless otherwise noted in order to fill a vacancy.

NAME _____ DATE _____

HOME ADDRESS _____ PHONE _____

EMAIL ADDRESS _____

OCCUPATION _____

NUMBER OF YEARS LIVING IN THE PHILOMATH SCHOOL DISTRICT _____

ARE YOU A REGISTERED VOTER? Yes No

Do you have children in the School District? Yes No Children Graduated from District

Which School(s) do your children attend:

- | | |
|-----------------------------|-------------------------|
| Clemens Primary | Philomath Middle School |
| Philomath Elementary | Philomath High School |
| Blodgett Elementary | Philomath Academy |
| Kings Valley Charter School | |

Have you worked on any school committees before? If yes, please list committee and responsibilities.

Please list other community or Business activities you are involved with:

What qualifications or interests do you have that will help you as a budget committee member?

What do you perceive the job of a budget committee member to be?

What would you hope to accomplish as a budget committee member?

How would you balance the needs of all students in the decisions you make as a budget member?

Candidate Signature

Date