

# Corbett School District 39

Code: **DBEA**  
Adopted: 8/19/87  
Revised/Readopted: 10/16/97, 12/17/98  
Orig. Code(s): DBEA

## **Budget Committee**

### Organization, Membership and Terms of Office

The budget committee will consist of the seven members of the Board and seven electors appointed by the Board as required by law. Terms of the appointed members will be three years each with appointments made so that, as nearly as possible, the terms of one third of the members expires each year.

A majority of the constituted committee is required for passing an action item. Majority for the 14-member budget committee is 8. Therefore, if only 8 members are present, a unanimous vote is needed for passing an action item.

### Presiding Officer and Orientation of Budget Committee

1. **Organization:** The budget committee will hold its first regular organizational meeting on a day set by the Board prior to the official presentation of the budget message and budget document. A presiding officer will be elected from among its members at this meeting.
2. **Background Information:** The budget committee members will be provided with data for the ensuing year, such as the Board's educational plan and other pertinent material bearing on the preparation of a school budget.

In case of vacancy in the membership of the appointed budget committee prior to the expiration of the term of office of any such member, the Board shall appoint a replacement to fill the unexpired term. Procedures for initial and replacement appointments will be developed and adopted by the Board.

A vacancy will be declared if a member fails to attend two of the budget committee meetings unless excused during a given fiscal year.

### Function of the Budget Committee

It is the function of the total budget committee to approve budget estimates for an educational plan previously determined by the Board. No new program should be considered for the budget estimate that has not previously been submitted to the Board and approved as a part of the educational plan. The budget committee will determine levels of spending but will not determine programs.

### Final Action

The budget committee will approve an estimated budget document for submission to the Board.

END OF POLICY

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Legal Reference(s):

ORS 174.130

ORS 192.610 - 192.710

ORS 294.305 - 294.565

Cross Reference(s):

BDE - Public Hearings

DBD - Budget Priorities

DBG/DBH - Budget Hearing/Adoption Procedures