

# Hood River County School District

Code: **DIA**  
Adopted: 6/26/13  
Readopted: 9/27/17

## Finance Advisory Committee

To increase communication with the public, staff and the school board, and to provide for greater citizen involvement, the Hood River County School District Board of Directors authorizes the establishment of a Finance Committee as outlined in this policy. The intent of the committee is to improve the education of the students of the district by monitoring financial issues and trends facing the district. Recommendations made by the Finance Committee will be given careful consideration by the Board, but such recommendations will not relieve the Board of its legal responsibility to make final decisions about such matters.

The Finance Committee will consist of the superintendent, the finance director, up to three Board members, up to three community members, and school district personnel as determined by the superintendent. Community members will be appointed by the Board to four year terms after announcing vacancies and receiving applications. School district personnel will be appointed by the superintendent.

The committee shall meet on a monthly basis or as otherwise necessary. The focus of the committee may include, but is not limited to, the following areas:

1. Review financial reports and other financial information used internally by the district;
2. Monitor revenues and expenditures for compliance with the adopted budget;
3. Review the district's accounting, financial reporting and auditing processes in general;
4. Review the district's system of internal controls regarding finance and accounting;
5. Monitor the budget development process including enrollment projections, revenue forecasts and expenditure projections prepared by the budget officer. Consider possible budget efficiencies and impacts of program changes;
6. Review the forecasting assumptions made by the budget officer;
7. Meet with the district's financial auditors annually to discuss the audit process and any audit findings or recommendations made by the auditors;
8. Review the district's annual audit and accompanying management letter and submit any comments or recommendations to the Board;
9. Review and monitor local option levy, bond levy and tax anticipation activities;
10. Review legislative changes affecting finance or budget.

The Finance Committee shall report to the Board on a quarterly basis or as otherwise requested.

All meetings of the Finance Committee shall follow public meeting laws.

END OF POLICY

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**Legal Reference(s):**

[ORS 294.305 - 294.565](#)

[OAR 581-023-0035](#)

OR. DEP'T OF EDUC, PROGRAM BUDGET AND ACCOUNTING MANUAL.