

**CHAPTER 7.00 - BUSINESS SERVICES**  
**7.11 SCHOOL BUDGET SYSTEM - CITIZEN BUDGET COMMITTEE**

1) Membership - The School Board (the "Board") shall establish an advisory Citizens **Budget Committee** (the "**Committee**"), consisting of eight (8) members, who shall be appointed as follows: each Board member shall appoint one (1) member to serve on the **Committee**, each union (CWA and CTA/CU) shall appoint one (1) member to serve on the **Committee**, and the Superintendent shall appoint one (1) member to serve on the **Committee**.

**Committee** members shall possess special expertise and experience in managing large businesses, but the membership shall be balanced in representing views of the entire community. District staff will serve as resources for the **Committee**.

2) Approval - All **Committee** appointments shall be subject to the approval of this Board.

3) Term of Service – Each appointed member shall serve at the pleasure of the person appointing the member during the term of the person appointing the member. Each Board-member appointed member shall serve during the term of the Board member appointing the member. Each Superintendent appointed member shall serve for a term of two (2) years from the date of appointment. Vacancies shall be filled upon any of the following: death of member, resignation of member, three (3) ~~unexcused~~ absences in a six (6) month period, or by request of either the Superintendent or Board member that originally appointed the **Committee** member. Vacancies shall be filled by the person who nominated the member who created the vacancy, subject to the appointment approval of this Board for the unexpired term only.

4) Officers – **Committee** members shall designate appropriate officers from the appointments to the **Committee**. Officers shall include, at a minimum, Chairman, Vice-Chairman, and Secretary.

5) Rules of Organization - The **Committee** shall adopt such rules of organization and procedure as may be required, provided, however, that a majority of the members of the **Committee** shall constitute a quorum for the transaction of business and the concurrence of a majority of the members present and voting shall be required to take any official action. The **Committee** may establish subcommittees for specific subjects or tasks from among its members. The **committee** shall establish a time and place for holding meetings as shall be necessary

6) Duties - The **Committee** shall have the following duties and functions:

a. Analysis and review of the existing structure, organization, staffing, management, business practices and procedures of District operations.

b. Recommend options for increased efficiency of operations, and assist in implementation of those recommendations. This may occur through the use of ad hoc sub-**committees** that will be created to analyze the specific areas of interest. Such sub-**committees** shall document their findings, including a cost benefit analysis of alternative solutions

c. Upon recommendation of the Superintendent, District staff will provide legal, administrative and consultant support as appropriate to support subcommittee efforts.

d. The **Committee** will review and evaluate the sub-**committee's** findings and make final recommendations to the Superintendent. The actions, decisions and recommendations of the **Committee** shall not be final or binding on the Board, but shall be advisory only.

**STATUTORY AUTHORITY:**

**LAWS IMPLEMENTED:**

**History: Adopted: \_\_08/22/06\_\_**

**Revision Date(s): \_\_\_\_\_**

**Formerly: NEW**