



## **POLICY 1.098**

**5-A** I recommend that the Board approve development of the proposed **new** Policy 1.098, entitled “Budget Advisory Committee.”

[Contact: Michael Burke, PX 48584.]

### **Development**

### **CONSENT ITEM**

- The Budget Advisory Committee would be created for the purposes of making recommendations to the School Board regarding the School District’s annual budget and any policies and practices that may be relevant to the budgeting process.
  
- The areas of responsibility include:
  - Advising Board on the degree to which the Superintendent’s Proposed Budget supports best fiscal practices and the School Board’s priorities.
  - Making recommendations to the Board on policies and practices related to the presentation and preparation and execution of the annual budget.
  - Providing recommendations on special topics or issues related to the budget and fiscal matters.
  - Presenting a written report of the committee’s work as part of the School Board’s annual budget process.
  - Other budget or fiscal matters as determined by the Board,

**POLICY 1.098**

**BUDGET ADVISORY COMMITTEE**

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3 1. **Purpose.** The Budget Advisory Committee is hereby created for the purposes  
4 of making recommendations to the School Board regarding the School District's  
5 annual budget and any policies and practices that may be relevant to the budgeting  
6 process.
  
- 7 2. **Committee Key Areas of Responsibility.** The Budget Advisory Committee  
8 (Committee) shall have such responsibilities as follows:
  - 9 a. Advise the School Board on the degree to which the Superintendent's  
10 Proposed Budget supports best fiscal practices and the School Board's  
11 priorities.
  - 12 b. Make recommendations to the School Board on policies and practices related  
13 to the presentation and preparation and execution of the annual budget.
  - 14 c. Provide, upon the Board's request, recommendations on special topics or  
15 issues related to the budget and fiscal matters.
  - 16 d. Present a written report of the committee's work as part of the School Board's  
17 annual budget process. The report may raise issues and concerns that the  
18 committee has related to the budget.
  - 19 e. Attend School Board budget related workshops upon the Board's request.
  - 20 f. Collaborate as appropriate with other advisory committees for needed  
21 information.
  - 22 g. Other budget or fiscal matters as determined by the Board.
  
- 23 3. **Composition; Appointment; Term.** The Committee shall consist of seven (7)  
24 citizens of Palm Beach County, Florida who are volunteers, are not District  
25 employees and who exhibit a broad range of interests, including knowledge and  
26 interests in budget matters. Each School Board member shall appoint a member  
27 to the Committee. The terms of the committee members shall be—as provided in  
28 Board Policy 1.09 (Advisory Committees to the Board).
  
- 29 4. **Committee Meetings, Operations, Procedures and Administrative Matters**
  - 30 a. Meetings. The will hold its regular meetings on a quarterly basis, or as  
31 otherwise needed, and consistent with the provisions of Board Policy 1.09.

32        b. Operations and Procedures. The Committee shall conduct its meetings and  
33        operate consistent the provisions of Board Policy [1.09](#).

34        5. Duration of Charter. - The Committee Charter shall remain in effect until repealed  
35        or amended by the Board.

36        STATUTORY AUTHORITY: Fla. Stat. §§ 1001.32(2); 1001.41(2); 1001.42(25)  
37        1001.43(2), (4) & (10)

38        LAWS IMPLEMENTED: Fla. Stat. §§ 1001.32(2); 1001.41(1); 1001.42(9); 1001.43(4) &  
39        (10); 119.071; 286.011; 112.313

40        HISTORY: \_\_/\_\_\_2011

Legal Signoff:

The Legal Department has reviewed proposed Policy 1.098 and finds it legally sufficient for development by the Board.

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Attorney

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Date