

Dallas School District

Finance Committee

2022-23

Charge of Committee

- Statement of Purpose
 - Serve in an advisory capacity to the Dallas School Board, Director of Fiscal Services and Superintendent by providing review and oversight of Dallas School District fiscal operations.

- Responsibilities
 - Be familiar with the district's annual budget.
 - Review cash flow and money management matters as needed.
 - Act as a resource to help address fiscal matters and /or discuss fiscal issues.
 - Serve in an advisory capacity to the Dallas School Board in development of budget priorities.
 - Serve as a resource to the Director of Fiscal Services, Superintendent and School Board for fiscal decisions such as uses of special funds, priority determinations and budget reductions.
 - Serve as a liaison to the school district community.
 - Recognize the importance of being an ambassador to Dallas School District.

Resources provided by the Board – As requested by the committee.

Length of time the committee is asked to serve – There is no specified length for committee operation. Members will be appointed by the Dallas School Board. Re-appointment of current committee members will occur by the Dallas School Board on an annual basis and no later than July 15 of each school year.

Membership to include (as possible) –

Community Representation

- Business (i.e. retail, hospitality, legal services, industry, manufacturing)
- Health Care
- Non-Profit
- Student, Youth and Education Supporters (i.e. Booster Club, Education Foundation, Youth Club Organizations)
- Polk County and/or City of Dallas
- Parent
- Higher Education
- Others

School District Representatives

- One representative from each employee association, to be selected by the employee association.
- Director of Fiscal Services
- Financial Analyst
- Superintendent

Board Members

- Two, appointed annually by the board chairperson to serve as ex-officio/non-voting members

Committee voting membership will not exceed 12 people with the majority represented by the community. All committee members will be approved by the Dallas School Board.

Operational Procedures

- A chairperson and assistant chairperson will be selected by a majority vote of the committee members during the first scheduled meeting of each school year.
- This document shall be reviewed and revised as needed by a majority vote of the committee members during the first scheduled meeting of each school year
- The Director of Fiscal Services (or designee) shall record minutes of each meeting.
- A calendar of meeting dates will be set during the first scheduled meeting of each school year.
- Public meeting rules will be followed.