

FAIRFIELD AREA SCHOOL DISTRICT

DUTIES OF FINANCE COMMITTEE

1530

MEMBERSHIP: It shall be the responsibility of the President to appoint committee members.

CHAIRPERSON: Appointed by the Board President.

MEETINGS: Frequency shall be as determined by the committee chairperson, a majority of the committee membership or at the recommendation of the Superintendent.

EX-OFFICIO
MEMBERS: Board President and the Superintendent

TERM: Term of office shall be for one year.

DUTIES:

- 1530.1 The Finance Committee shall be responsible for general supervision of the accounts of the District and all other matters relating to finance.
- 1530.2 The Finance Committee shall have the power to investigate all items pertaining to the District budget and to call for information from the administration for completing reports to the Board.
- 1530.3 Determine long and short range needs of the District as they pertain to budget functions.
- 1530.4 Establish a procedure for the administration to follow in developing a draft budget for the committee to see prior to presentation to the Board.
- 1530.5 Present tentative budget for adoption no later than May 15 of each calendar year.
- 1530.6 Make recommendations to the Board on such items as school depositories, auditors, insurance, investment practices, tax matters and all other items necessary to keep the District on a sound financial basis.
- 1530.7 Report to the Board on all recommendations.

Revised October 16, 1995