

CENTENNIAL SCHOOL DISTRICT
Office of the Director of Business & Operations

DATE: August 20, 2015

TO: Citizens Interested in Serving on Budget Committee

FROM: Rick Larson, Director of Business & Operations

SUBJECT: SERVING ON DISTRICT BUDGET COMMITTEE

Thank you for your interest in serving on the Centennial School District Budget Committee. To make our selection as carefully and objectively as possible, we appreciate your completing the attached Budget Committee application.

The Centennial School District Budget Committee is composed of fourteen members; seven elected school board members and seven citizens appointed by the Board. A member cannot be an employee of the school district. The fourteen volunteer members review and approve the amount of the proposed budget. The committee may direct the administration to make dollar adjustments (increases or decreases) to the total before they approve the budget. The Budget Committee does not approve new personnel, employee contracts or salary/benefits. The Board of Directors is responsible for determining the District's programs.

The Budget Committee reviews all financial information at budget committee meetings scheduled for December 9, 2015, April 20, 2016 and May 18, 2016. It is expected that members will make every effort to attend those meetings. The December meeting is scheduled at 6:00 p.m. and the April and May meetings are scheduled at 7:00 p.m. on Wednesday evenings. All meetings are at the District Office.

The Board of Directors is asking interested applicants to complete the attached application and return it to the office of Director of Business and Operations no later than 3:00 p.m., October 23, 2015.

This personal information will be considered by the school board members when appointments are made. The applicants will also be asked to make a brief personal statement during the November 18, 2015 board meeting at the Centennial District Office, 18135 SE Brooklyn St., Portland, OR. at 7:00 p.m. The Board will then make an appointment to the 2016-2017 Budget Committee. All information submitted becomes public information.

**CENTENNIAL SCHOOL DISTRICT
BUDGET CALENDAR
2015-2016**

DEADLINE	TASK
Wednesday, August 19, 2015	Adopt budget calendar Announce Budget Committee vacancies (Position 4 - Jimmy Barrett, Position 7 - Brandi Hutchison, 3 Years, Position 2 - Aaron Sanstrum, 1 year)
Friday, October 23, 2015	Deadline to submit application for membership on Budget Committee, 3:00 pm
Wednesday, November 18, 2015	Board interviews applicants for Budget Committee Board appoints Budget Committee members
Wednesday, December 09, 2015	Budget Committee Discussion of Priorities for 2015-2016 budget, 6:00 p.m. District Office Board Room
Friday, March 25, 2016	Publish first notice in newspaper of organizational meeting 5-30 days prior to meeting, not less than seven days prior to second notice
Friday, April 08, 2016	Publish second notice on district website of organizational meeting at least 10 days prior to meeting, not less than seven days after first notice
Wednesday, April 20, 2016	Organizational Meeting Budget Committee/Budget Message, 7:00 pm District Office Board Room
Monday, May 09, 2016	Community Budget Workgroup. Community discussion of 2015-2016 Budget Priorities (location TBA)
Wednesday, May 18, 2016	Second Budget Committee meeting, 7:00 pm District Office Board Room (Public Forum)
Friday, June 03, 2016	Publish budget hearing notice and financial summary 5-30 days prior to budget hearing
Wednesday, June 15, 2016	Board conducts Budget Hearing, adopts budget, makes appropriations, levies taxes and categorizes the levy, 7:00 pm

CENTENNIAL SCHOOL DISTRICT
BUDGET COMMITTEE APPLICATION

Due not later than October 23, 2015 @ 3:00p.m.

NAME: _____

ADDRESS: _____

TELEPHONE: Home _____ Business _____

EMAIL ADDRESS: _____

OCCUPATION: _____

SCHOOLS ATTENDED: _____

Number of years in the District? _____ Are you a registered voter? (YES) (NO)

Do you have children in the school district? (YES) (NO) Which school? _____

Have you worked on any school committee? (YES) (NO) Which ones? _____

Other community or business activities? _____

In what capacity have you been associated with Centennial schools in the past?

Please list previous experience, financial background, education, etc., which might be helpful to you in this responsibility:

Why are you interested in serving on the Budget Committee?

All candidates will be introduced to the Board at the November 18, 2015 board meeting.

Please return application to: Rick Larson, Director of Business & Operations
Centennial School District
18135 S.E. Brooklyn Street
Portland, Oregon 97236
503-760-7990