

Bainbridge Island School District

**District Budget Advisory Committee (DBAC)
Mission, Membership, Roles and Responsibilities**

Mission: To support and advise the Bainbridge Island School District Board of Directors, Superintendent, and other district staff and committees in the development, review, and revision of both short and long-term financial management plans that support the mission and priorities of the District.

Membership: The composition of the committee will be as follows:

- Superintendent (1)
- Associate Superintendent of Curriculum and Instruction (1)
- Assistant Superintendent of Administrative Services (1)
- Executive Director of Capital Projects (1)
- Director of Business Services (1)
- Principal Representatives (2)
- Certificated Representatives (2)
- Classified Representatives (2)
- Board of Directors Representatives (2)
- PTOCC Representative (1)
- Parents (2)
- Community Members (2)

Committee Roles and Responsibilities: The District Budget Advisory Committee...

- Functions in an advisory capacity, understanding that the responsibility for making district budgetary decisions rests with the Board of Directors.
- Works collaboratively to ensure appropriate and representative involvement in the district's budgetary decision-making process.
- Analyzes demographic and financial trends, projections, and results of prior budget decisions.
- Considers legal, financial, and educational requirements established by the state and federal government and the needs and priorities of students, staff, parents, and community.
- Formulates budget recommendations that promote student learning and are aligned with the educational goals and priorities established by the Bainbridge Island Board of Directors.
- Assists with the communication of DBAC deliberations and recommendations to respective constituents and the Board of Directors.

Guiding Beliefs and Principles: The District Budget Advisory Committee will...

- Ensure alignment of district educational priorities and goals with the allocation of resources.

- Utilize the District Improvement Plan 2016-2018 and the educational goals and priorities established by the Board of Directors as the primary tools for assessing budgetary priorities.
- Acknowledge the community's investment in and support of education, and honor their trust through accountability measures and transparency in communication.
- Conduct its deliberations in a manner that is open, honest, respectful and cooperative.
- Ensure development of a budget that balances projected revenues and expenditures and provides adequate protection against unforeseen future needs.
- Develop realistic recommendations, using all pertinent educational, financial and operational information.
- Adhere as closely as possible to established timelines for decision-making, providing sufficient time and opportunity for staff and community to review and respond to committee recommendations.