

FISCAL ADVISORY COUNCIL: ROLE & PURPOSE DESCRIPTION			
Title:	Fiscal Advisory Council (FAC)		
Interfaces:	Internal: Superintendent, board of directors, superintendent's cabinet External: Community		
Composition:	Community members, bargaining unit representatives, students, principals and cabinet members <i>Facilitated by:</i> Executive director, finance and business services		
Staff Support:	Finance and Business Services		
Scope of Work		Description of Tasks	Deliverables
Assess resource environment and make recommendations for significant changes in district resource allocations in alignment with student data, state of the school reviews, and strategic plan		Consider long and short-term fiscal outlook for general fund and its ability to support current and planned instructional and operational priorities	Analysis of resource allocation and usage
		Review shifts in utilization of resources; recommend program reductions and enhancements, adhere to minimum fund balance policy, and make recommendations to ensure a fiscally responsible operational budget for the ensuing year.	Annual budget recommendations
Identify and make sound fiscal recommendations for improving operational efficiencies and potential program changes		Consider fiscal position across three-year revenue cycle; adhere to annual budget development cycle	Engagement plan for community, parents, and staff
		Ensure compliance with state and federal laws, board policies and procedures, and collective bargaining agreements	
Provide feedback to superintendent and district leadership on fiscal matters		Establish annual work plan that identifies key milestones necessary to develop recommendations in a timely manner	Annual work plan
		Communicate as needed with superintendent, board, cabinet, and groups within the district	Interim reports as needed Annual FAC Report
Authority:	Advisory to superintendent		
Accountability:	Reports to superintendent		
Approvals:	Advisory only		

Revised: 12/7/18