



Green Local Schools

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Business and Finance Committee Charter

I. Purpose:

This Business and Finance committee is aligned with one of the five key focus areas, which serve as the foundation of the Green Local Schools Strategic Plan. Based on the ideals that as a district “we believe resources are finite and we must use them responsibly.” Committee planning should resolve to reflect the following principles:

- A. We will provide the best educational opportunities as we analyze the financial status of the district.
- B. We will ensure availability of funding and resources.
- C. We will continuously evaluate district financial performance.

II. Scope of Work:

This is an administrative committee, appointed by the Treasurer, to do its work on behalf of the Treasurer’s office for the following:

- A. To provide advice and counsel that enhances the effectiveness of the decision-making process with respect to financial and business issues.
- B. Develop goals, strategies and action steps that align to the district strategic plan.
- C. To serve as an avenue to improve public awareness of the Green Local Schools’ finances and to inform the district of community perspectives related to finance.
- D. To enhance communication between all stakeholders.

III. Membership:

- A. The committee reports to the Treasurer who is charged with oversight and governance of the committee. The Treasurer is expected to set the agenda and lead the committee’s actions, who works on behalf of the Treasurer to assist him/her in better serving the board.
- B. Members must either reside or do business within the school district. Members must be of good moral character and possess expertise in the area of finance.
- C. Members should be able to attend at least 75% of the meetings scheduled annually and to participate in additional projects and sub-committees as needed. Those members unable to fulfill this obligation may be replaced at the discretion of the Treasurer with agreement from the committee.
- D. Members should be unable to derive financial gain from any recommendations made by the committee.
- E. The Committee will include the school district Treasurer, the school district Superintendent or designee, no more than two board members and members from the community at large. Additionally, one representative from each active union, Green Local Education Association (GLEA) and the Ohio Association of Public School Employees (OAPSE) Local 665, as well as classified employees who operate under their employee handbook, will be invited as a means to provide all stakeholders with an understanding of district finances.
- F. Membership shall be determined, except for the members of the Board of Education, by the Treasurer/CFO through a collaborative process which involves the committee members of the Board of Education and the Superintendent. Applications are available on the District website or by clicking [here](#).
- G. Membership will be reviewed annually.

IV. Meetings:

Meetings will be held quarterly or more often if decided by the Treasurer. Following a committee meeting, a committee member(s) will provide a public report of committee activity at the next regularly scheduled board meeting. The dates of the committee meetings will be posted on the district website and members of the public are welcome to observe. All of the committee's work is public record, however it does not need to meet the requirements of the Sunshine Law.