

Citizens Budget Oversight Committee Policy

Prestige Academy Charter School

Following is the policy regarding regulation 736 Local School District and Citizen Budget Oversight Committees.

- 1) This committee will have full access either electronically or in hard copy format to all financial documents and financial information the charter school has in its possession, with redactions permitted only to protect confidential personal information regarding students or employees.
- 2) This committee will report quarterly to the board an update related to its service. Meetings will take place on the third Tuesday of the month in September or October, January, April, and June or July.
- 3) This committee will be comprised of a minimum of 5 members, with at least one member an educator from the school, one member a parent whose child currently attends the school, and two members (may be inclusive of the previous two required members) with personal or professional experience that would lend to expertise in charter school financial oversight, and one Delaware Department of Education liaison.
- 4) The committee may be comprised of members currently serving on the charter school's existing finance committee and follow the same terms of service and meeting times and dates as that committee, with terms no less than two (2) years, as long as that current finance committee has at least one member who is an educator from the school, one member who is a parent whose child currently attends the school, and two members (may be inclusive of the previous two required members) with personal or professional experience that would lend to expertise in charter school financial oversight.
- 5) New committee members will be sought through an application process that includes the following:
 - a) Request for committee members through a school publication or website will take place prior to seat vacancy.
 - b) Interested parties may apply to the committee prior to seat vacancy (see application)
 - c) Appointment will take place upon vacancy of a seat or at the committee's annual meeting and will be determined by on a majority vote by the charter school board of directors if no current committee exists or by the existing committee based on the following equal qualifications:
 - i) A member of the charter schools board of trustees or
 - ii) A parent of a student currently attending charter school or
 - iii) An educator in the charter school or
 - iv) Another member of the charter school immediate communityAND
 - v) Personal or professional experience that would lend to expertise in charter school financial oversight
- 6) Terms of service are ____ years (minimum 2)
- 7) The committee chair will be appointed by the school's board of directors president
- 8) Members of the committee are expected to
 - a) Attend committee meetings unless otherwise excused by the chair.
 - b) Attend required finance trainings
 - c) Maintain expertise that will enhance effective financial oversight of the charter school

Application for membership to Prestige Charter School Citizen Budget Oversight Committee

Name: _____

Address: _____

Phone number (home): _____(cell): _____

Email: _____

Relationships to school: (Circle those that apply)

Parent Educator Board Member Friend of Charter School Community

Please explain in a short paragraph personal or professional experience that would lend to expertise in charter school financial oversight (or attach professional resume):