

# West Contra Costa USD

## Administrative Regulation

### Concepts And Roles

AR 3000

#### Business and Noninstructional Operations

##### District Budget Engagement Committee

The Board believes that community participation is essential in the development of the District's annual budget. The size and complexity of the budget makes it challenging to gain authentic engagement. While public comment at meetings, town-hall type gatherings, and public hearings are all important components of the work of the Board in developing and approving the budget, the Board believes that the process would be enhanced through a District Budget Engagement Committee.

The mission of the District Budget Engagement Committee (DBEC) is to review and understand the impact of federal, state and local funding on the District's budget and to make recommendations to the Board regarding budget priorities, efficiency or cost reduction strategies, consider the reserve level that is best for the District as well as reviewing the most effective means of presenting budget information to the public.

The DBEC is composed of one representative selected by the following groups:

- PTAs or Parent Clubs, **one from a PTA and one from a PTO**
- Philanthropic Funders of WCCUSD
- Parcel Tax Committee
- Labor-Management Solutions Team
- Multilingual District Advisory Committee
- School Site Councils, **one Elementary, one Middle and one High School**
- District Local Control Accountability Plan Committee

The size of the committee is intentionally kept small to facilitate face-to-face authentic communication between district budget stakeholders selected by their groups and the Board of Education.

The charge to the DBEC is to meet with District budget staff **as needed** prior to each of the key events on the Board budget development calendar including the report on unaudited actuals, the first interim report, the Board's workshop sessions on the budget in January and February of each year, the second interim report and the public hearing on the Local Control Accountability Plan. The DBEC will join the Board at each of the seven key Board meetings each year (unaudited actuals, first interim, Board study sessions, second interim, and the LCAP hearing) to share members' perspectives and insights as the Board reviews the milestone information in the budget development process.

The purpose of the meetings with District budget staff is to assist DBEC members in gaining

insight and understanding of the complex documents that come before the Board.

DBEC members are selected by the groups they represent and serve one 2-year term only to facilitate official engagement of multiple members from each group. The groups develop and implement their own processes for selecting the DBEC representative.

Regulation      West Contra Costa Unified School District  
adopted:        Richmond, California