

Business Committee – Budget Community Input Task Force

Objective: WTPS District will continue to see increased costs and will struggle to meet these demands with limited budget increases due to the Tax levy cap. The business committee seeks to generate ideas on ways to cut costs as well as potentially generate additional revenue to help meet the budget needs. The BOE voted to empower the business committee to select and form a task force including community members to help provide ideas and input on potential budget savings. With this task force the committee looks to include experienced community members, as defined below, who may be able to provide valuable ideas and feedback regarding possible budget savings or revenue increases over the next 3 years. The task force will also include a representative from town council to consider potential shared services and other ideas which may benefit both the district and town. Additionally, the committee shall also include the Superintendent and Business Administrator.

Goals:

1. Identify potential budget saving ideas.
2. Explore possible revenue generating initiatives.
3. Explore community partnerships.
4. Obtain community feedback on cost savings alternatives.
5. Increase public transparency and understanding of the budget process.

Limitations: Committee members will not be able to share and/or discuss confidential or personnel related information with community members. Furthermore, community members will only be able to make recommendations, that the Business Committee and/or full Board may or may not follow-up on, at the Committee and/or Board's full discretion.

Format: The business committee will select a diversified group of community members to participate in up to six (6) planning sessions between June and December 2024. Task force members may receive materials, at the discretion of the Business Committee and within the confines of which materials are legally entitled to be shared, to read in advance of the planning sessions as well as be asked to partake in follow up activities after meetings. Selected members should be prepared to allocate two (2) hours of preparation for each meeting, two (2) hours for the actual session and up to two (2) hours of follow-up activities for each meeting.

Selection process: Interested community members should send their resume and/or letter of interest to the board secretary by August 21, 2024. The letter of interest should include an overview of why the candidate believes they would be a valuable member of the team, summary of applicable qualifications, initial ideas they may have, and confirmation that they understand and pledge to the time commitments required by task force members. The business committee will review the resumes and/or letters of intent and rank them using the selection criteria. The committee may hold interviews on a date to be published by the board secretary. Participants will be selected by a simple majority of the business committee with the chair being a tie breaker (if necessary).

Selection criteria:

The board seeks residents with applicable experience, education, and training in the areas of budgets, cost savings, and revenue generation. The committee will look for candidates who are Washington Township residents with qualifications including but not limited to:

- Degrees in applicable areas including but not limited to accounting, business, technology, and law.
- Experience with public, not for profit, or commercial budgets and revenue generation
- Business experience in managing budgets, expenses, process improvement, or cost containment
- Experience with not-for-profit organizations
- Experience with grant writing
- Experience with shared services
- Residents informed on state education funding requirements, challenges, and opportunities

Current district employees, other than the Superintendent, Business Administrator and/or any other employee deemed a necessary and pertinent member of this committee (within the sole discretion of the Board) shall be prohibited from joining this committee.

The Business Committee reserves the right to disband this task force at any time if the meetings do not prove to be productive and professional.