

## **Odyssey Charter School Citizens Budget Oversight Committee Policy**

The following policy is adopted pursuant to Regulation 736: Local School District and Citizen Budget Oversight Committees.

- 1) The Odyssey Charter Budget Oversight Committee (BOC) is established in compliance with Regulation 736. The Odyssey Charter School Board of Directors shall retain all policy and decision-making authority.
- 2) The BOC 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.
- 3) The BOC will provide regular updates to the board regarding activities related to its service.
- 4) The BOC 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 where possible, two members (may be inclusive of the previous two members) with personal or professional experience that would lend to expertise in charter school financial oversight, and one Delaware Department of Education liaison.
- 5) BOC members shall not be compensated.
- 6) The BOC shall include members currently serving on Odyssey Charter's existing Board Finance Committee.
- 7) If necessary to meet the BOC membership requirements outlined above, additional BOC members will be selected by the School Stewards parent advisory group, which is comprised of parents, teachers and a board member:
  - a) Request for BOC members will take place by posting a notice on the school's website and on the main entrance doors for 15 work days.
  - b) Interested parties may apply to the BOC by completing the attached application.
  - c) Appointment will take place at the BOC's annual meeting.
- 8) BOC members shall serve terms of 2 years with the option to extend up to an additional 3 terms based upon the majority vote of the existing committee.
- 9) The BOC Chair will be selected by a majority vote of the BOC Committee.
- 10) Members of the BOC are expected to: 1) attend required finance trainings provided by the Department of Education; and 2) maintain expertise that will enhance effective financial oversight of the charter school.

## Citizen Budget Oversight Committee Volunteer Member Application

### Contact Information

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

### Membership Representation

Please check all that apply:

- I am a resident of the area surrounding the school.
- I am the parent of a student(s) attending the school.
- I am an employee of the school.

### Statement of Interest

Please state your reason(s) for applying to serve on the Citizen Budget Oversight Committee:

### Education History

School Name	City/State	Dates Attended	Diploma/Degree

## Employment History

Employer	Job Title	Area of Responsibility	Start & End Dates

## Conflict of Interest Disclosure

Applicants are required to disclose any actual or potential conflicts of interests that would arise due to their appointment to the Citizen Budget Oversight Committee.

- I have no conflict of interest to report.
- I have the following conflict of interest to report (please specify):

## Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer member, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal. I also understand that my initial appointment shall be for a term length of two (2) years with option to extend to no more than three (3) additional terms based on the majority vote of the existing members of the Committee; however, I may terminate my position upon written notice to the Committee Chairperson.

Name (printed)	
Signature	
Date	