

185.1 BUSINESS SERVICES COMMITTEE

This committee shall consist of three members with the Board President serving as an ex-officio member. The Superintendent and the Director of Business Services shall be advisory members of this committee.

This committee shall consider items related to buildings and grounds, finance, insurance, transportation, and food services. Responsibilities shall include, but not be limited to, those specific items listed below.

The Business Services Committee shall:

1. Recommend the purchase of supplies of a maintenance nature, the purchase of maintenance and buildings and grounds equipment.
2. Make recommendations regarding care, repair, upkeep, and additions to all school district property, land, and buildings in the district.
3. Make recommendations regarding new construction projects. Changes and additions, which may be necessary as construction progresses, shall be referred to this committee.
4. Make recommendations regarding equipment and supplies purchased by the school system and shall recommend the purchase of supplies, materials, and equipment not approved by other committees.
5. Recommend employment of an auditor to make an audit of the financial records at least once a year and submit the report to the Board of Education for approval.
6. Work with the staff, keep abreast of all legislative matters on the city, state, and federal level which may affect school operations and within the committee function. It will recommend to the Board of Education, the direction to be followed in the various areas involved.
7. Review annually, an estimate of the expenses of the schools for the ensuing fiscal year.
8. Have prepared for its review a report showing a comparison of expenditures with the budget. This committee shall review all special funds and approval disbursements from these special funds.
9. Review and make recommendations regarding insurance of all properties and compensation insurance on all employees.
10. Review and make recommendations regarding food services and transportation contract negotiations.

APPROVED: November 11, 1974

REVISED: March 1979
August 15, 1988
October 10, 1988
November 11, 1996
May 10, 1999
December 11, 2000

August 7, 2002
April 9, 2007