

**Mill Valley School District
Application for Community Financial Advisory Committee (CFAC)**

The Mill Valley School District (MVSD) welcomes all registered voters living within the MVSD boundaries to apply for open seats on the Community Financial Advisory Committee (CFAC).

Name: _____	Date: _____
Address: _____	Contact Number: (____) _____
Email: _____	<i>Circle one (cell, home, work)</i>
Employer: _____	Years lived in Mill Valley: _____
Occupation: _____	
Education: _____	
Number of children and schools attending/ed: _____	

CFAC meets at the Mill Valley School District Office up to ten times during the school year (about once per month) from 7:30-9:00am.

Please explain what you know about CFAC:

What is your interest in serving on CFAC:

Please describe any financial expertise or experience, including public speaking/presentations, which you feel would contribute to the effectiveness of this Committee:

Please list whether you are experienced with financial modeling and developing, modifying and maintaining such models, including Excel experience:

Names of Superintendent Committees and/or community service organizations on which you have served:

Please attach up to one page only of any additional information you wish to share.

Please complete and submit application to: Beth Fogel at bfogel@mvschools.org
Mail: Superintendent's Office, Mill Valley School District, 411 Sycamore Ave., Mill Valley, CA 94941

Mill Valley School District - Community Financial Advisory Committee (CFAC)

The Superintendent may create advisory committees for special purposes. In recognition of the vital link between educational excellence and local funding and community support, the Superintendent establishes a broad-based Community Financial Advisory Committee (CFAC). Its mission will be to advise the Superintendent on matters relating to the long-term financial health of the District.

Role of the Community Financial Advisory Committee

The role of the CFAC is to advise on matters that affect the long-term financial and therefore educational, health of the School District. In this capacity, the Committee will:

1. Review the Mill Valley School District's budget on a periodic basis, to identify and analyze important long-term financial trends and issues for Board focus (e.g. Enrollment trends, facilities cost and use, reserve requirements, dependence on local taxes).
2. Collect, review and analyze important financial data, trends, community perceptions and "best practices" that may improve the Superintendent's decision-making in the financial arena.
3. Provide information and recommendations to the Superintendent, in a timely manner, which relate to financial decisions before the Superintendent.
4. Contribute to District communications/outreach efforts aimed at educating the community on financial matters (e.g. newsletters, speaking engagements to community groups).

Formation / Organization

The Superintendent shall appoint all Committee members. The Superintendent will solicit recommendations for members from the business community and others within the District. The application for applying to openings on CFAC will be posted on the District website. The Committee shall elect its own CFAC Chair.

The Committee will be composed of members who have skills, knowledge and experience in financial matters, particularly budgets, policy-making or financial planning. Each member must be a resident of and registered voter within the Mill Valley School District and be willing to serve a two-year term. To encourage greater participation and involvement in our schools by the broader Mill Valley community, the CFAC will be comprised of:

1. Four (4) citizens from the community-at-large, including, but not limited to, those involved in neighborhood associations, realty, business community, environmental, political and sports organizations.
2. Three (3) representatives from the parent community, one from the K-5 level and one from the Middle School.
3. The Board Chair of the Mill Valley Schools Community Foundation (Kiddo!), or another qualified Board member nominated by the Foundation.
4. An educator or former member of a School Board, not currently employed by the School District.

Committee meetings are held approximately once per month (with special meetings as needed).

Members shall serve a two-year term. All Members serve at the pleasure of the Superintendent and terms may be lengthened or shortened accordingly.

The Assistant Superintendent of Business Services shall serve as the Mill Valley School District staff resource to the CFAC, providing information, analysis and advice to the Committee as necessary. It is the Superintendent's expectation that CFAC Members will be willing to lend assistance to the Assistant Superintendent of Business Services, by creating working subcommittees, as needed.

Limitation of Advisory Committees

The Superintendent possesses certain legal powers and prerogatives, which cannot be delegated or surrendered to others. Recommendations of any advisory committee, including CFAC, are not binding on the Superintendent and must be submitted to the Superintendent in an advisory capacity only. The Superintendent will accept the recommendations and suggestions with all due diligence, but maintains its legal prerogatives. The Superintendent shall also insure that Committees act in accordance with applicable Board policies and local, California and Federal laws.