



Goose Creek CISD 2019 Bond CBOC Charter

August 22, 2019

Purpose

The purpose of the Citizens Bond Oversight Committee (CBOC) shall be to help ensure the GCCISD 2019 bond proposal, as developed by the Citizens Bond Planning Committee and approved by voters, is implemented with quality, with transparency, on time and within budget.

Scope, Charge, and Responsibilities

The CBOC is charged with: (1) monitoring the progress and schedules of current bond projects; (2) reviewing completed purchases and bond funds that have been expended by the Board or district; (3) providing advice and recommendations upon request of the Board or district administration regarding current bond project implementation decisions; (4) making recommendations to the Board regarding the use of any remaining, unexpended bond funds after all projects are completed (if applicable) and (5) periodically reviewing long-range future facilities plans developed by administration as a part of the district's strategic plan.

Bond purchases made in accordance with the voter-approved 2019 Bond Referendum scope and budget will not require CBOC approval prior to the expenditure of such funds. If changes to the general scope intent and budget are required, the administration will seek endorsement from the CBOC.

Selection of design is not a charge of the CBOC.

The CBOC shall function as an on-going oversight committee and does not have the authority to direct staff members to expend funds or make requests that require excessive staff time or expense. Additionally, the CBOC has no management, fiduciary, purchase approval, or policy-setting responsibilities. The CBOC is established as an ad hoc oversight body of the district.

Membership

The CBOC may include membership as follows: one citizen appointed by each member of the GCCISD Board of Trustees, if desired; a member of the Baytown

Chamber of Commerce, the Highlands Chamber of Commerce, the West Chambers Chamber of Commerce and the West Chambers Economic Development Foundation. The committee may

also consist of representatives from local industry and business partners or other community members who wish to serve.

Eligibility

Citizen members of the committee must reside within the district boundaries or have a clearly apparent investment in the school district's prosperity. Members shall not be employed by or currently under contract with a vendor from which the district is considering a purchase using bond funds. In the event an individual does become employed by a vendor of bond goods or services, is hired under contract with the bond product vendor, or moves/becomes employed outside the district boundaries during the term of their office; the individual shall resign from the committee. If a member has a conflict with a particular topic addressed by the committee, they will recuse themselves from that discussion rather than resign.

There is no limit on the term or number of times a citizen may serve on the CBOC.

There is no occupation or expertise restriction or requirement to serve on the CBOC.

Organization

The committee shall select a chairperson and secretary from within its membership at the committee's first meeting. There are no term limits for chairperson or secretary.

The chairperson shall preside at meetings. The secretary shall take minutes and prepare them for distribution.

The chairperson and secretary shall be selected by simple majority of the members of the committee. The committee may select a new chairperson or secretary if a committee leadership vacancy occurs or if more than two-thirds of the committee wishes to call for a new committee leadership selection.

Meetings and Reports

The CBOC shall meet every six weeks but may call additional meetings if necessary. The committee chairperson shall provide an annual report, either in writing or in person, to the Board.

Committee Support

GCCISD administration shall support the activities of the committee by facilitating meetings, providing information necessary for the committee to fulfill its duties, assisting in the preparation of committee reports and making the committee's work available to the public.