

AISD Board of Trustees Charge to the Citizens Bond Oversight Committee

The purpose of the Citizens Bond Oversight Committee ("Committee") is to provide findings and recommendations to the Board of Trustees ("Board") relating to the expenditure of bond proceeds authorized by Arlington Independent School District ("AISD") voters on November 3, 2009, the progress of the 2009 Bond program, and ways the District can maximize the potential of the 2009 Bond program. The Committee is established to provide transparency and enhance public confidence in the use of proceeds from the sale of bonds authorized in the 2009 Bond election.

The Committee shall operate strictly within the charge approved by the Board.

The Committee shall serve in an advisory capacity to the Board and shall not assume the responsibilities or duties of the Board or AISD Administration.

The Committee shall be comprised of a maximum of 11 members appointed by the Board. Committee membership may include no more than 1 AISD employee.

With the exception of the one AISD employee, individuals related to an AISD employee by blood (consanguinity) within the third degree or by marriage (affinity) within the second degree are not eligible for Committee membership.

Every application received by the Board shall be given careful consideration. Final selection shall be determined by the Board.

Committee members shall serve two-year staggered terms. In the year of creation, 5 of the 11 Committee members will be appointed to one-year terms, and 6 of the 11 Committee members will be appointed to two-year terms. Any Committee member who files for election to the Board must immediately resign from the Committee.

The Committee shall represent equally all citizens, all students, all school campuses, and all taxpayers within the boundaries of the Arlington ISD.

The Committee shall operate within applicable AISD policies and regulations and applicable law.

All meetings of the Committee shall be open to the public.

The AISD administration shall be available to the Committee as required, but within limitations imposed by the administration's daily duties.

Each Committee member shall be asked to make a firm commitment to attend all Committee meetings, to visit District facilities as needed, and to participate in the formation of reports to the Board. Committee members shall miss no more than 2 Committee meetings in any calendar year (not including subcommittee meetings) to remain a member of the Committee. Any member who misses three Committee meetings will be automatically dropped as a Committee member and the Board may appoint a replacement.

The Board shall appoint the Committee Chairperson to serve at the will of the Board.

The Committee may adopt operating rules and may seek advice from AISD employees as appropriate.

The Committee shall meet at least once each quarter and may hold a maximum of five meetings in each calendar year. In the first year of operation the Committee may hold up to two additional organizing meetings.

The specific timeline, frequency of meetings, and agendas for the meetings shall be established by the Committee Chairperson and Superintendent or Superintendent's designee.

Two-thirds of the Committee membership must be present at scheduled meetings in order for the Committee to vote. If less than two-thirds of the Committee membership is present, they shall meet but not vote. All decisions of the Committee shall be made by majority vote.

The Committee shall begin its duties not later than June 2010. The Committee shall provide progress reports, findings, and recommendations to the Board semi-annually or more frequently, if appropriate. The Committee Chairperson may contact the Board at any time.

The target date for completion of responsibilities shall be the first Board meeting in January 2015, or such date at which all scheduled bond projects have been completed. Upon completion of its responsibilities, the Committee shall dissolve unless continued by resolution of the Board. The Board may suspend the Committee at any time.

The Board may act upon any interim or final finding or recommendation by approving, amending, altering, or not approving all or any part of the any Committee recommendation.

The Citizens Bond Oversight Committee is charged with the following:

- Review the August 2009 report submitted to the Board of Trustees by the 2009 Bond Advisory Committee to gain an understanding of the projects and capital needs recommended for inclusion in the 2009 Bond Program.
- Review the process used to solicit, qualify, and select contractors and vendors for projects funded from the 2009 Bond Program.
- Review reports on the current status and planned implementation of the 2009 bond program to determine whether such status and implementation are consistent with the bond program approved by the voters.
- Review bond program reports that track budgets, encumbrances, expenditures, and estimated costs for completion for each bond project.
- Conduct on-site campus and facility visitations related to bond projects, as necessary, in a non-disruptive manner.
- Establish and organize sub-committees, as appropriate, to research and analyze issues in greater detail.
- Agree by majority vote upon all findings and recommendations to be presented to the Board.
- Provide reports to the Board semi-annually or more frequently if necessary, on the implementation of the 2009 bond program and any findings and recommendations for corrective actions or adjustments to the bond program.
- Coordinate with the Superintendent or his designee to maintain a presence on the AISD website, with a link on the AISD home page, to timely provide the public with information regarding the

Committee's activities, including meeting agendas and minutes, information and presentations received reports, and meeting schedule.