



**AISD BOARD OF TRUSTEES CHARGE
to the
2019 CAPITAL NEEDS STEERING COMMITTEE**

The purpose of the 2019 Capital Needs Steering Committee (“Committee”) is to provide recommendations to the Arlington ISD Board of Trustees (“Board”) for prioritized facility and identified capital needs through 2025 to support the District’s strategic plan.

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 the administration.

The Committee shall be comprised of a maximum of 38 members approved by the Board. At the discretion of the Board, committee membership may include:

- Three AISD Trustees (ex-officio members of the Committee)
- Twelve parents – two from each of the six high school networks. Individuals serving the Committee in this capacity must reside within their respective network attendance zone.
- Three AISD principals – one representing each grade span
- Three AISD teachers – one identified by each of the three teacher associations (ATPE, TSTA, and UEA)
- Three AISD employees (non-administrative employees)
- Three individuals representing the business community
- One individual identified by the City of Arlington to represent the City
- Two AISD students - selected from the Student Leadership Advisory Board
- Six at-large representatives who are not AISD employees
- Two college/university representatives – one identified by Tarrant County College and one identified by the University of Texas at Arlington

Individuals serving on the Committee in the membership categories of parents, at-large and non-administrative AISD employees must live within the AISD boundaries and pay property taxes, if applicable, to the Arlington Independent School District to be eligible for Committee membership.

Every application received by the Board will be given careful consideration. The final selection will be determined by the Board.

The Committee shall represent 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.

The Committee shall consider and acknowledge the *Achieve Today. Excel Tomorrow.* strategic plan to ensure all recommendations are aligned with the plan.

All meetings of the Committee and its subcommittees shall be open to the public for observation. Committee functions will be limited to those approved to be on the committee.

The Board shall appoint a Committee Chairperson(s) to serve at the will of the Board.

Committee meetings will be facilitated by Cooperative Strategies.

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

The Committee shall provide interim progress reports to the Board as appropriate.

Each Committee member will be asked to make a firm commitment to attend all Committee meetings, to visit district facilities as needed, and to participate in the final consensus report to the Board. Committee members shall miss no more than one steering committee meeting and one subcommittee meeting to be eligible to vote on the recommendations compiled by the Committee.

A majority of the Committee membership must be present at scheduled meetings in order for the Committee to conduct business.

All decisions of the Committee shall be made by majority vote of those in attendance who are eligible to vote.

The Committee will begin its duties in January 2019. The target date for completion of responsibilities will be June 27, 2019. This completion of responsibilities will come in the form of a final report to the Board and Superintendent from the Committee Chairperson. This report will be made at a meeting of the Board. Upon completion of its responsibilities, the Committee's charge will expire and the Committee will no longer exist.

Actions taken by the Board on the recommendations presented by the Committee could include approval, amendment, alteration, or non-approval of any or all final recommendations.

The 2019 Capital Needs Steering Committee is charged with the following:

- Review internal and external background information including the *Achieve Today. Excel Tomorrow.* strategic plan, demographics data, educational standards, findings from a comprehensive facilities assessment, and future education trends to understand the impact these issues will have on the District's facilities and capital needs.

- Review the recommendation regarding a Tax Ratification Election and bond election presented to the Board of Trustees by the Financial Futures Committee on February 15, 2018, consider the projected impact that a TRE and bond election will have on the District's total tax rate and acknowledge the projected impact in the Committee's report to the Board.
- Engage the community in dialogue regarding future direction and take public input on facilities and identified capital needs of the district to support the District's strategic plan.
- Analyze, prioritize and recommend options and funding needs through 2025 for facilities and identified capital needs of the district to support the District's strategic plan.
- Establish and organize subcommittees, as appropriate, to research and analyze capital needs of the district to support the District's strategic plan.
- Provide interim progress reports to the Board as appropriate.
- Agree by majority vote of the committee members present and eligible to vote upon all final recommendations to be presented to the community and to the Board.
- Issue to the Board a final report no later than June 27, 2019, including a set of comprehensive proposals that could be incorporated into a possible future bond election to be called by the Board at a later date.