



Citizens Bond Oversight Committee Charge

Purpose

The **Citizens Bond Oversight Committee (CBOC)** is established by the Arlington ISD Board of Trustees as an oversight committee that monitors the use of funds approved by the public in the 2019 bond election. This committee is established to ensure accountability and transparency to promote public confidence in the district's use of voter-approved funds. In addition, this committee should review the needs of the district to recommend additional projects with any remaining funds including interest earned. The Board believes the function of the Committee is vital to the Board, Arlington ISD administration, and taxpayers.

Authority

The Committee shall operate strictly within the charge approved by the Board of Trustees. 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 represent equally all citizens, all students, all school campuses, and all taxpayers within the boundaries of the Arlington ISD. Individual members of the Committee shall not exercise authority for the Committee as a whole and shall not act independently of the Committee.

The Committee shall operate within applicable Arlington ISD policies and regulations and applicable law. The Board may suspend the Committee at any time.

Committee Membership

1. The Committee shall be comprised of a maximum of fifteen voting members appointed by the Board and non-voting student members representing each high school.
2. Committee membership may include no more than four Arlington ISD employees. In addition to committee members, the Board may appoint committee non-voting alternates at their discretion.
3. Committee members must pay property taxes (residential and/or commercial taxes) to the Arlington ISD and be current on their property taxes to be eligible for Committee membership.
4. Every application received by the Board shall be given careful consideration. Final selection shall be determined by the Board.

5. Committee members, their relatives and their employers are prohibited from having contracts or pending contracts with Arlington ISD for the 2019 Bond Program during their term on the Committee.
6. The Committee shall strive to equally represent all citizens, all students, all school campuses, and all taxpayers within the boundaries of the Arlington ISD.
7. Individual members of the Committee shall not exercise authority for the Committee and shall not act independently of the Committee.
8. The Committee shall operate within applicable Arlington ISD policies, regulations and law. All meetings of the Committee (and subcommittees) shall be open to the public.
9. The Arlington ISD administration shall be available to the Committee as required, but within limitations imposed by the administration's daily duties.
10. 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.
11. Committee members shall miss no more than two Committee meetings in any calendar year (not including subcommittee meetings) to remain a member of the Committee.

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

The Committee shall meet at least once each quarter to review the bond program expenditures and progress.

Additional meetings may be called, as necessary, by the Committee Chairperson and Superintendent or Superintendent's designee (not including subcommittee meetings).

The Committee shall provide progress reports, findings, and recommendations to the Board annually or more frequently, if appropriate.

Upon completion of its responsibilities, the Committee shall dissolve unless continued by approval of the Board.

The Board may suspend the Committee at any time.

Committee Appointment and Term

Every application received by the Board will be given careful consideration. The final selection will be determined by the Board in accordance with the membership composition detailed above. In addition to Committee members, the Board may appoint Committee alternates at their discretion. Alternates may attend Committee meetings and participate in Committee discussions; however, they are not eligible to vote on Committee recommendations.

Committee members shall serve 2-year terms, and non-voting student members shall serve a 1-year term. Terms may be extended for an additional one or two years upon approval of the Board of Trustees.

Any Committee member who files for election to the Board must immediately resign from the Committee.

Committee Officers and Duties

The Board of Trustees will appoint a Committee Chairperson and Vice Chairperson to serve at the will of the Board. The Committee Chairperson and Superintendent or Superintendent's designee shall establish the specific timeline, frequency of meetings, and agendas for the meetings. The Committee Chairperson and Superintendent or Superintendent's designee shall also organize the formation of subcommittees, as appropriate, to research and analyze issues in greater detail. Subcommittees shall operate strictly within the Committee charge approved by the Board. Members of the Arlington ISD administration shall be available to the Committee as required, but within limitations imposed by the administrators' daily duties.

Committee Member Expectations

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 formation of reports to the Board. Committee members shall miss no more than two Committee meetings in any calendar year (not including subcommittee meetings) to remain a member of the Committee. Any member who misses three Committee meetings in any calendar year will be removed from the Committee, and the Board may appoint an alternate to that vacant position.

Two-thirds of the Committee membership must be present at scheduled meetings 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 of those in attendance who are eligible to vote.

The Committee shall provide progress reports, findings, and recommendations to the Board annually or more frequently, if appropriate. The Committee Chairperson may contact the Board regarding Committee matters at any time.

Actions taken by the Board of Trustees on the recommendations presented by the Committee could include approval, amendment, alteration, or non-approval of Committee recommendations either in-whole or in-part.