

DRAFT REVIEW PROPOSAL
Presented to the BVSD Board of Education September 26, 2006

Boulder Valley School District - Citizen's Bond Oversight Committee

A. Name

The name of this committee shall be the Citizen's Bond Oversight Committee. This committee shall be an advisory committee to the Board of Education.

B. Purpose

The Citizen's Bond Oversight Committee shall monitor the 2006 bond issue supported by the Boulder Valley School District voters on November 7, 2006. The committee will provide an independent review of the bond projects that comprise the 2006 Bond Issue which are set forth in the Educational Facility Master Plan approved by the Board of Education on June 13, 2006. Such a level of monitoring and review is intended to provide a high level of accountability and communication on behalf of the Board of Education to the Boulder Valley School District citizens.

The responsibilities of the Citizen's Bond Oversight Committee shall be to:

- Monitor the status of all bond issue projects through information provided by district staff and/or the construction management team and provide feedback as appropriate.
- Review and recommend to the Superintendent and Board of Education any significant changes in the scope of projects set forth for each facility contained in the Educational Facility Master Plan.
- Receive quarterly reports regarding the expenditure of bond funds.
- Review the process to solicit, qualify and select general contractors and vendors for major projects.
- Provide quarterly reports to the Board of Education and a yearly report at a scheduled Board of Education meeting. This responsibility shall commence with the approval of the bond issue, and shall continue through completion of all projects and presentation of a final summary report to the board.
- Maintain a public web page with updates regarding all facility projects that are in the construction phase. At the completion of each project, the web page will list a complete breakdown of the costs associated with each facility project.

C. Membership

The Citizen's Bond Oversight Committee is comprised of representative members of the Boulder Valley School District community. The committee's membership should reflect the diversity of the Boulder Valley School District community. Members will be selected based upon the following stakeholder groups, for a total of 14 members:

- Teachers: (1)
- School Principals: (1)
- Capital Improvement Planning Committee: (1)
- Citizen representatives from the following communities: Boulder, Broomfield, Erie; Lafayette, Superior, Louisville and Nederland*: (7)
- District Accountability Committee: (1)
- District Parent Council: (1)
- Youth Leadership Council: (1)
- Citizens at Large: (1)

* Such members shall represent a broad background of interest, including but not limited to general business, financial/banking/accounting; real estate; development/construction; architectural/engineering; and information technology.

In addition, Boulder Valley School District staff will provide appropriate levels of support to the committee.

Representatives will be sought from each of the above stakeholder groups to serve for the length of the bond program. However, it is understood that changes in membership will occur as individuals may no longer represent the stakeholder group to which they were chosen or can no longer serve. In such cases, a replacement representative will be sought from the specific stakeholder group.

The Superintendent of Schools will solicit individuals from each of the above groups for review with the President and Vice-President of the Board of Education. Recommended members will be approved by the Board of Education.

The Citizen's Bond Oversight Committee will sunset following completion of all major bond projects, but no earlier than the expensing of 90 percent of all bond proceeds.

D. Officers - Chair

The Citizen's Bond Oversight Committee will elect a chairperson and a vice-chairperson on an annual basis. The chairperson, or in their absence vice-chairperson, will conduct meetings, call special meetings and perform other duties. The chairperson in concert with a representative from the BVSD Planning, Engineering and Construction department, will establish the agenda for each meeting.

E. Meetings

The Citizen's Bond Oversight Committee is to meet not more than monthly or less than quarterly throughout the year. Recommendations to the Board will be by motion and will require the affirmative votes of a majority of the committee members present. Special meetings may be called by the chair or by the written request of four members. Advance notice of at least seven days must be given before a special meeting is held. Notice of special meetings may be given in writing or by telephone.