

## 2021 Community Bond Advisory Committee Charter

### **Purpose**

The purpose of the 2021 Community Bond Advisory Committee (CBAC) shall be to review the need for capital projects, timelines, and costs. The CBAC counsels and provides input to the administration and presents findings and a bond recommendation to the Board of Trustees for their consideration.

### **Organization**

The CBAC shall be comprised of approximately one-hundred and fifty (150) members reflective of the diverse skills, backgrounds, cultures and geographic regions found within the Katy community. The Committee Chair shall be appointed by the Board President. A total of twenty-one (21) members of the CBAC are to be appointed by the Board of Trustees (3 per trustee). The CBAC will also consist of sixteen (16) teachers, four (4) principals, six (6) students, while approximately twenty-five (25) members of the CBAC will be comprised of members of the community who have served on previous bond committees. The remaining members of the CBAC shall be chosen from applications submitted by members of the Katy ISD community and appointed by a selection committee led by the Committee Chair. The CBAC shall function as a fact-finding, deliberative, and advisory, but not administrative, committee and is responsible to the Superintendent of Schools and to the general public.

Membership shall consist of interested persons from the following groups:

- Board members' nominees
- Previous bond committee members
- Referral from previous bond committee members
- Teacher groups
- Students
- Retired administrators/teachers
- Leadership Katy
- Partners in Education (PIE)
- Superintendent forum groups
- Self-nominations
- Civic/professional organizations
  - Chambers of commerce
  - Katy Area Economic Development Council
  - Realtors
  - Faith-based organizations
  - YMCA
  - City of Katy
  - City of Fulshear
  - Katy ISD Education Foundation
  - Youth sports groups
- Parent organizations (PTA, PTO, booster clubs, etc.)
- Homeowners Association (HOA) officers

The CBAC members receive no direct or indirect compensation from the District for their services as members of the CBAC.

If a CBAC member moves outside the District’s geographic boundaries, resigns, fails to attend all but one (1) or more of the CBAC meetings without reasonable excuse, or otherwise becomes unable to serve on the CBAC, the Committee Chair may declare the position on the CBAC to be vacant and appoint another qualified person to the CBAC. If the member was appointed by a trustee, that trustee may appoint someone to fill the unexpired term.

The CBAC shall meet as necessary to provide a recommendation to the administration and the Board. The CBAC shall meet as necessary to prepare and present findings and recommendations to the public.

CBAC members shall serve a term that will begin with the first meeting of the CBAC and ends with the last CBAC meeting.

### **Subcommittee**

At least one subcommittee, “Communications,” will be established from the CBAC membership.

### **Objective**

The objective of the CBAC is to develop a school facility referendum recommendation for presentation to the Katy ISD Board of Trustees, and ultimately to the Katy ISD community.

### **Scope of Work**

The duties and responsibilities of the CBAC shall include the following, in addition to other duties and responsibilities as may be delegated to the CBAC from time to time by the superintendent or the Board of Trustees. The CBAC does not have management or policy-setting responsibilities.

- Consideration and analysis of data related to a possible bond election
- Understanding of public school finance and district financial data
- Understanding of the District’s Long-Range Facilities Plan and priorities
- Formulation of a bond package
- Participation in follow-up activities that result from a bond proposal
- Scheduling, presenting, and conducting an informational briefing at least once in their community, professional organization, or other affiliation.

### **District Support**

The Chief Communications Officer shall act as the superintendent’s liaison to the CBAC.

The District shall provide the necessary technical and administrative assistance to the CBAC including: meeting rooms, handouts for all presentations; retention of CBAC meeting records; and public access to such records.

District staff and/or District consultants shall attend CBAC proceedings for reporting purposes and to serve as a resource to the CBAC.

## **Ethics Policy**

This Ethics Policy provides general guidelines for CBAC members to follow in carrying out their roles. Not all ethical issues that CBAC members face are covered in this Policy.

**COMMITMENT TO UPHOLD LAW.** A CBAC member shall uphold the federal and Texas constitutions, the laws and regulations of the United States and the State of Texas, and the policies, procedures, rules and regulations of Katy Independent School District.

**COMMITMENT TO DISTRICT.** A CBAC member shall place the interests of the District above any personal or business interest of the member.