

BERRYESSA UNION SCHOOL DISTRICT
BOND OVERSIGHT COMMITTEE
MISSION STATEMENT AND BY-LAWS
REVISED DISCUSSION DRAFT

Mission Statement

The Bond Oversight Committee ("Committee") shall *be a communications link to the community*, shall monitor the Berryessa Union School District's ("District") use of bond proceeds and provide advice to the Governing Board to ensure that bond funds are spent only on school improvements as authorized by the bond measure adopted at the November 2, 1999, election, including the following:

- improving health and safety conditions of neighborhood elementary and middle school sites;
- relieving classroom overcrowding;
- replacing inadequate or unsafe electrical and heating systems, roofs, plumbing and sewer systems;
- repairing, constructing, and acquiring classrooms; and
- obtaining eligibility for state funding for construction and renovation.

Membership

The Bond Oversight Committee consists of twelve (12) members appointed by the Governing Board. Members must be parents or other community members who reside in the District. The Committee shall include four members who represent the school attendance area for Morrill Middle School or its feeder elementary schools, four

members who represent the school attendance area for Piedmont Middle School or its feeder elementary schools, and four members who represent the school attendance area for Sierramont Middle School or its feeder elementary schools. If, at any time, a member ceases to be a resident of the District, the member shall be ineligible to serve, and the member's position shall be vacant. *Employees of the District are not eligible to serve on the Committee. Owners and employees of companies working or bidding on bond-funded projects are not eligible to serve.*

Selection Process

Persons seeking membership will be subject to the completion of an application, screening, selection and appointment by the Berryessa Board of Trustees.

Term of Office and Duration of Committee

Each member shall serve a two-year term, and may be reappointed to succeeding terms without limit. *Any member, who misses two consecutive meetings or more than fifty percent of a year's meetings without prior notification to the District's Business Office, will be removed from the committee.* The Committee shall continue in operation until all bond funds are spent.

Officers

The Committee shall elect a chairperson, *a vice-chairperson*, a secretary, and other officers it deems appropriate. The chairperson shall preside over meetings, and prepare and approve meeting agendas. *The vice-chair person shall serve as chairperson in the absence of the chairperson.* The secretary shall post meeting agendas as required by law

and District policy, and record minutes of each committee meeting.

Meeting Procedures

All meetings shall be open to the public and conducted in accordance with the Brown Act (Government Code Section 54950, et seq.) and District policy.

Seven members shall constitute a quorum. The Committee shall not take any action in the absence of a quorum. All decisions shall be made on the basis of consensus. If consensus cannot be reached, decisions may be made by a majority vote of the Committee's membership.

The Committee shall meet twice a year, or more frequently as the Committee deems appropriate. The Committee shall report to the Governing Board at least twice a year, or more frequently as the Committee or the Governing Board deems appropriate.

The Superintendent, or her designated representative, shall assist the Committee, and be present at all Committee meetings.