

Evergreen School District
Measure EE Parcel Tax
2019

Citizens' Oversight Committee
Procedures, Policies and Guidelines

Measure EE was approved by over 70.21% of the voters of the Evergreen School District in November 2018. Although as a parcel tax, there are no statutory requirements for the formation of a Citizens' Oversight Committee, as there are with Proposition 39 General Obligation Bond measures, Measure EE was passed with the understanding that a Citizens' Oversight Committee would be established. The Measure EE Citizens' Oversight Committee will continue the same procedures, policies and guidelines as Measure H from June 2014.

I. Establishment

- II. The Evergreen School District Board of Trustees' Designee will appoint members to an independent citizens' oversight committee as consistent with the ballot language of Measure EE.

III. Purpose

A. The Citizens' Oversight Committee is charged with the following purposes:

1. To provide oversight and accountability to ensure the proceeds of the education parcel tax Measure EE, approved by voters on November 6, 2018, are used only for purposes relating to the matters approved at the election for Measure EE.

IV. Role of Committee

1. As the legally elected representative of the voters, the Board of Trustees on the advice of the Superintendent, must make all decisions relating to how parcel tax funds are spent. The Board of Trustees values the Committee's input on these matters as an advisory body.
2. The Committee will need to refer to the text of Measure EE but the Committee's interpretations of Measure EE are not binding on the Board of Trustees.

V. Members

A. Committee Size

1. The committee shall be comprised of up to seven members.

B. Representation

1. Committee members are charged with the responsibility of representing the varied interests of the Evergreen community. To that end, while the majority of the committee will be comprised of parents/guardians with children in an Evergreen school, effort shall be made to include:
 - a. representation from a local senior community
 - b. representation from multiple school sites

C. Procedures for Appointment of Committee

1. Appointment

- a. Persons interested in serving as members of the committee shall submit a written letter of interest and/or application to the Board of Trustees' Designee specifying such information as the Board of Trustees' Designee shall reasonably require.
- b. The Board of Trustees' Designee may request additional information about any applicant, including a person interview.
- c. Members shall be approved by the Board of Trustees' Designee.

D. Additional Eligibility Restrictions

1. The following persons are not eligible to serve on the committee:
 - a. any employee of the District
 - b. any official of the District
 - c. any vendor, contractor or consultant to the District

E. Term

1. Measure EE has a life of seven years. Each of the members is appointed for a term not to exceed two-years. Among initial Committee members, three (3) Committee members shall be designated as “one-year” and the remainder of the Committee members shall be designated as “two-year” term members. No member of the Committee shall serve more than two consecutive terms.

F. Vacancies

1. Vacancies will be filled as per the procedures outlined in Section III Item C.

G. Compensation

1. Members serve without compensation.

VI. Meetings

A. Initial Organization and Officers

1. At the initial meeting of the committee, the Board of Trustees’ Designee will open the meeting and appoint a Chair. Thereafter, selection of a Chair and any other officers of the Committee should be by whatever means the committee determines.
2. The Committee should designate a member as Chair.
3. The Committee should designate a member as Representative. This person represents the Committee at public meetings of the Board of Trustees and makes reports thereto on an annual basis or as the Board may request.
4. The Committee should designate a member as Secretary.

VII. Reports and Meetings

A. Reports

1. The Committee shall issue regular reports on the results of its activities. A report shall be issued at least once per year.

B. Meetings

1. The Committee shall meet at least twice per year.

C. Notice of Meetings and Minutes

1. All Committee meetings shall be open to the public.
2. Notice to the public of any meeting of the Committee shall be proved in the same manner as the proceedings of the Board of Trustees.
3. The district shall maintain and make available to the Committee an Internet website for publication of the proceedings of the Committee.

D. No Parcel Tax funds shall be expended on any activities or technical assistance provided to the Committee.