

Evergreen School District
Measure H Parcel Tax
2014

Citizens' Oversight Committee
Procedures, Policies and Guidelines

Measure H was approved by over 74.9% of the voters of the Evergreen School District in November 2014. 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 H was passed with the understanding that a Citizens' Oversight Committee would be established. In light of this the District is looking to the procedures used to establish the Measure I General Obligation Bond Citizen Oversight Committee as a guide in the formation of the Measure H Citizen Oversight Committee.

- I. Establishment
- II. The Board's Designee will appoint members to an independent citizens' oversight committee as consistent with the ballot language of Measure H.
- 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 H, approved by voters on June 4, 2014, are used only for purposes relating to the matters approved at the election for Measure H.
- IV. Role of Committee
 1. As the legally elected representative of the voters, the Board, on the advice of the Superintendent, must make all decisions relating to how parcel tax funds are spent. The Board values the Committee's input on these matters as an advisory body.
 2. The Committee will need to refer to the text of Measure H but the Committee's interpretations of Measure H are not binding on the Board.

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 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's Designee specifying such information as the Board's Designee shall reasonably require.
 - b. The Board's Designee may request additional information about any applicant, including a person interview.
 - c. Members shall be approved by the Board's 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 H has a life of five 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’s 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 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.
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.