

Serving On A Citizens Facility Planning Committee



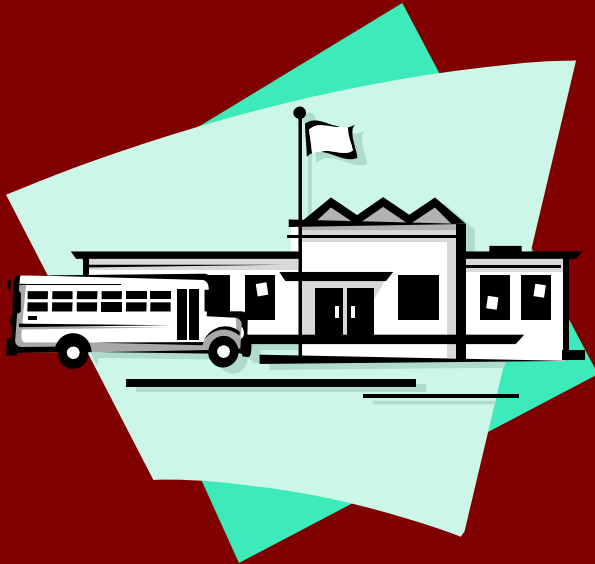
Carroll ISD
Orientation Meeting
March 10, 2008

[Citizens Advisory Committee]



- Larger than your typical committee
- Most members appointed rather than volunteer
- Represents cross section of community
- Requires “districtwide” perspective

[Committee's Charge]



- To serve in an advisory capacity to the School Board and Administration on a temporary basis regarding the topic of long-range facility planning

[Committee's Objectives]



- Study existing demographic projections
- Tour district facilities to assess needs
- Identify additional needs to carry out mission
- Review current and projected budget situation

[Committee's Objectives]



- Consider all funding/facility options
- Make a final long-range facility plan recommendation to Board of Trustees

[Committee Service 101]

- Meetings are open to the public, but are not necessarily for the public. Because Board members may attend to listen to discussion, meetings will be posted in accordance with Texas Open Meetings laws.
- Committee Chair/Members should establish procedures for accepting citizen/employee input
- Meetings dates/times will be set by the Committee Chair in cooperation with members/school administration

[Committee Service 101]

- Materials/information requests go through Committee Chair/Superintendent
- Materials/information produced will go to all members
- You are responsible for your notebook
- Agreeing to serve on a public school committee makes you a “public figure”
- Emails, notes, letters, etc. discussing school or committee business are subject to the Texas Public Information Act (TPIA)

[Open Records 101]

- It is the **CONTENT** of the document not the method of delivery that matters
- The personal phone records, voicemail, email accounts of officials have been ruled “public.”
- Some information can be protected, but may only be redacted by approval of Texas AG.

[Open Records 101]

- TPIA requests must be written
- Requests are for the date of the request backward
- You do not have to create a document to meet a TPIA request
- Requests should be directed to the Superintendent's Office

[Committee's Options]



- Attendance Rezoning
- Temporary Facilities
- Building Additions/Expansion
- Modified Facility Use
- New Facilities
- Bond Election

[School Budget Basics]



- School districts operate on limited revenue sources: federal funding, state funding and local revenue (tax collections, gate receipts, marketing, interest, donations).

[School Budget Basics]

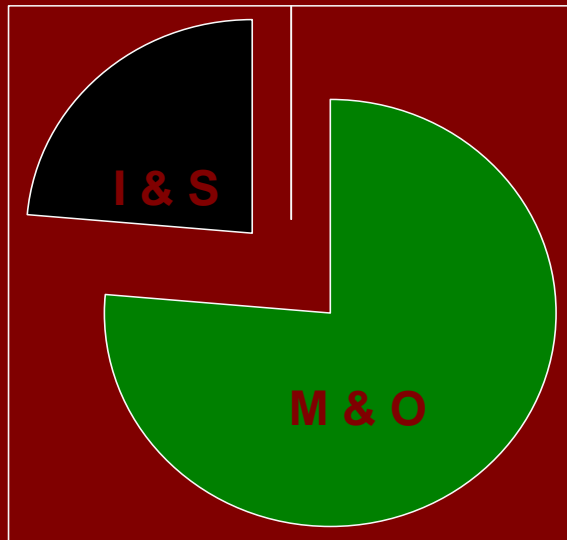
- School budgets are divided into two separate funds: M&O - maintenance and operations (supplies, salaries, etc.) and I&S - interest and sinking (bonded indebtedness)



School Budget



2007-2008: \$75.3 Million



84% of M&O Budget Is Personnel

2007-2008 Tax Rate

Maintenance & Operations
\$1.04

Debt Service (I & S)
\$.425

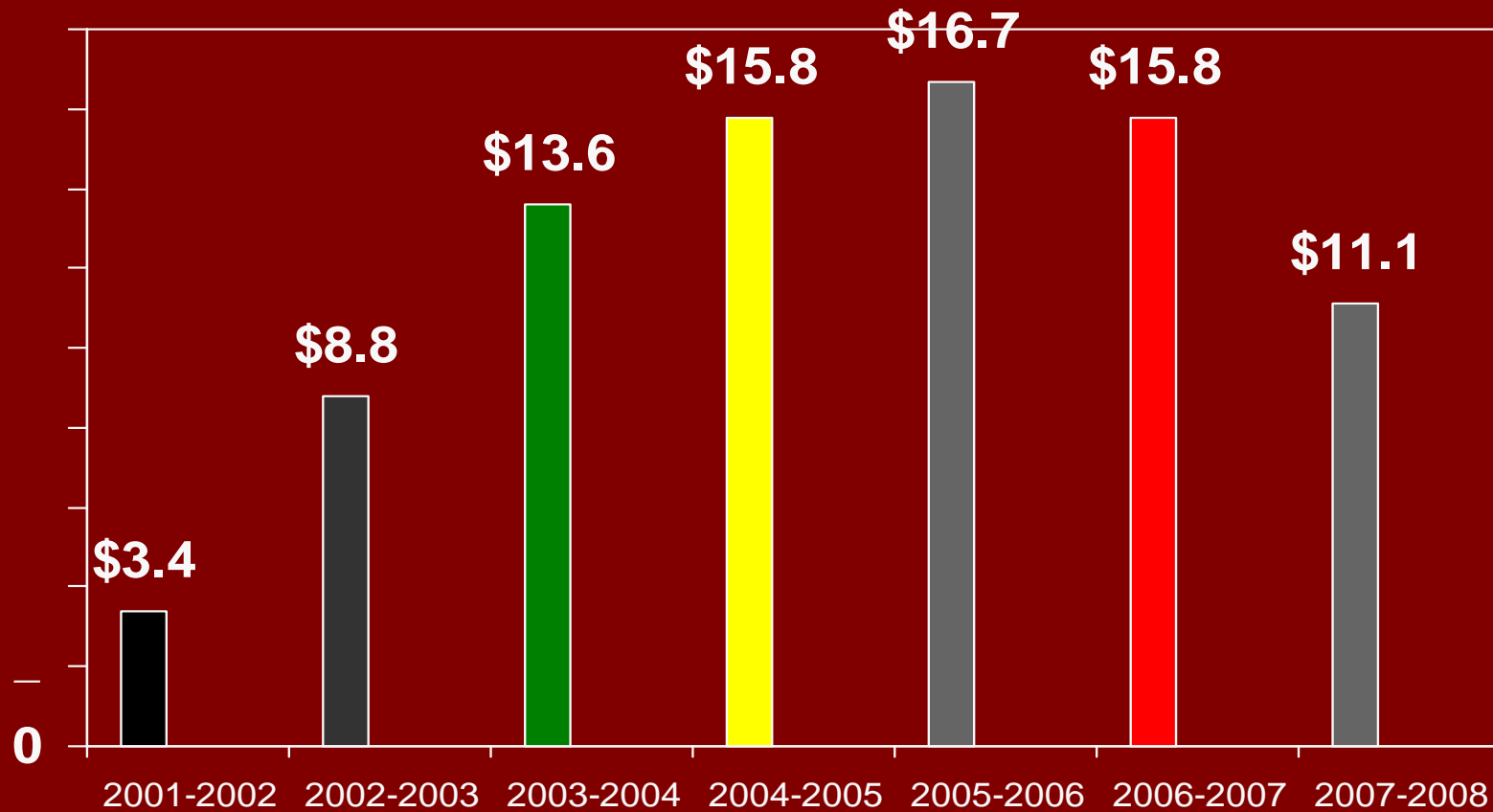
Total Tax Rate
\$1.465



Chapter 41 District

School Finance & Robin Hood

\$ In Millions



[School Budget Basics]

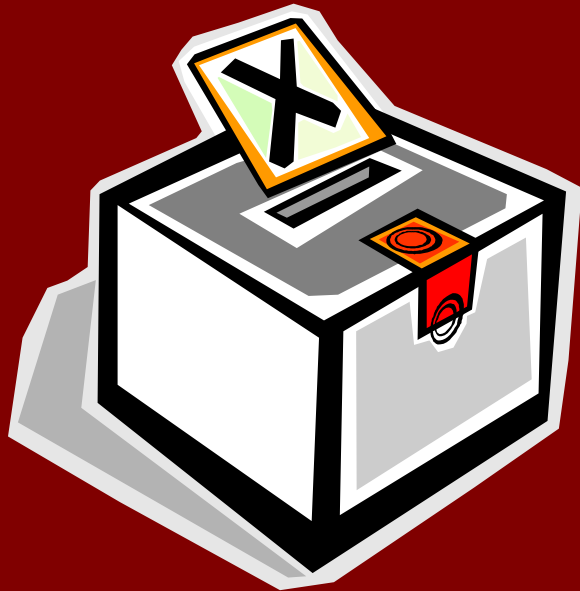
- The I&S side of the budget may not be used for operational costs. One common misconception is that you can use debt service (bond) money to pay for salaries. This is not legal.



[School Budget Basics]

- Districts maintain a Fund Balance account (a sort of reserve fund) that can be accessed for one-time facility/needs expenditures.
- Most districts do not maintain a large enough balance to meet all facility needs so they have to have a bond election to get permission for a “loan.”

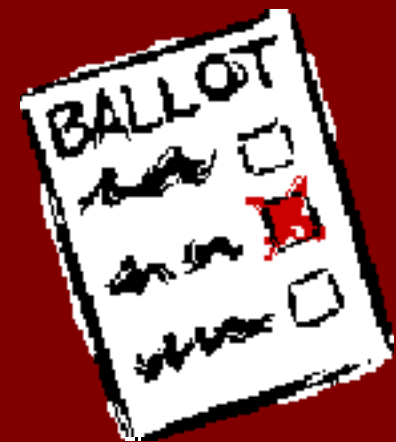
[School Bond Election Basics]



Public schools rely on the support of local taxpayers for funding to construct and improve facilities. This public vote is held during a school bond election.

[School Bond Election Basics]

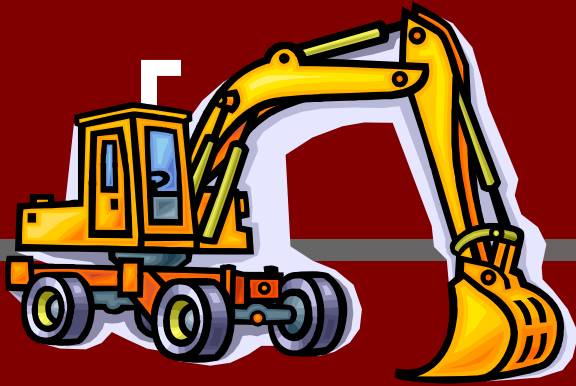
- Only the local School Board can call the bond election.
- Elections may be called on one of two uniform election dates: May or November



[School Bond Election Basics]

- The Board must call the bond election 62 days prior to election day (*70 days before an even-year Nov. election*)
- The election laws no longer allow a school district to call a bond election on a day other than a uniform election day.





Bond Election Basics

- School bond elections can consist of one or more propositions.
- Bond propositions may include purchases of land, construction of new facilities, maintenance/capital improvements of existing facilities, safety/security projects, furniture & equipment.

[The Road To A Recommendation]



- School Board Forms Facility Committee
 - Facility Committee Completes Needs Assessment
 - Facility Committee Makes Final Recommendation To School Board
 - Facility Committee Dissolves
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[The Road To A Bond Election]

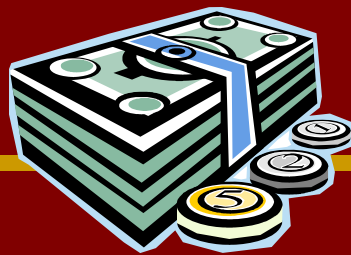
- School Board Calls Election (OR NOT)
- Political Action Committees (PACs) Form To Support And/Or Oppose Bond
- CISD Registered Voters Cast Ballots
- Bond Election Passes Or Fails
- Passage Requires A Simple Majority



[School Bond Election Basics]

Texas Election Code 255.003 prohibits the use of public funds for political advertising.

Simply put, local tax dollars and employee hours cannot be spent promoting the “yes” vote.



Stick To The Facts & Encourage People To Vote

[Your Charge As It Stands Today]

Assess Needs And Make A
Recommendation To The School Board



All Options Are On The Table – No
Preconceived Notions Or Expectations

[Keys To Committee Success]

- Citizen and staff involvement in this steering committee is vital.
- Honest, respectful dialogue is essential.
- Consensus is an important part of the process.
- Finding out the viability of your recommendation is equally as important as identifying project needs.
- Complying with the law is of utmost importance.
- Effective internal/external communication strategies will be necessary for success.

[Thank You For Serving]

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www.southlakecarroll.edu/facility.htm