

Cedar Rapids Community Schools Master Facility Plan Oversight Committee Charter

PURPOSE:

The Master Facility Plan Oversight Committee, (Committee) will monitor and report to the Board of Education the District's compliance to the Master Facility Plan as funded by a variety of sources including, but not limited to, the Secure an Advanced Vision for Education (**SAVE**), and the Physical Plant and Equipment Levy (PPEL). The Committee will oversee the District's commitment to use \$40 million in SAVE funds for property tax relief. The Committee will provide counsel to District administration to help promote within the Cedar Rapids community, District activities related to this charter wherever possible.

Monitoring activities for the Committee will include a determination of timely completion within scope and budget of all Board approved, Facility Master Plan projects. The Committee will also review the District financial reports, accounting for both revenues and expenditures related to the Master Facility Plan.

The Committee will meet as needed with District administration, District architects and others as appropriate to be advised on the progress of all Master Facility Plan projects and commitments to property tax relief.

TIMELINE:

The Committee shall remain active as long as there are public resources available to the Cedar Rapids Community School District for the improvement, repair and maintenance of District owned infrastructure.

PROCESS:

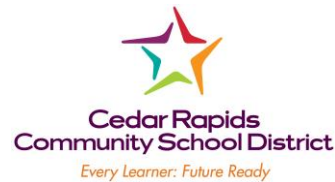
The Committee will:

- Select a Committee chair or co-chairs on an as needed basis.
- Fill Committee vacancies on an as needed basis.
- Establish a schedule for regular Committee open meetings as needed. The Committee will meet no less than four times per year, or more frequently as needed.
- Consult with District personnel, and others who may be contracted for services by the District (e.g., architects) consultants as the Committee deems appropriate.
- Establish a process through which regular annual reports/updates will be provided to the Board of Education.

COMMITTEE:

The committee shall be comprised of the following:

- Shall be made up of community members such as business representatives, parents and/or community volunteers with a focus of maintaining and improving the District facilities.
- Members shall be nominated by the Committee Chair and approved yearly by the Board of Education at the first meeting in July.
- Committee members shall serve 3-year staggered terms.



- The committee will annually appoint a chair from currently serving members, and request BOE approval of the chair at the first meeting in July.
- District staff, as well as Architects/Engineers, will provide support to the committee on an as needed basis. These individuals will not have voting rights.

DISTRICT SUPPORT:

In cooperation with the Committee Chair, the Buildings and Grounds Manager will facilitate the Committee meetings and provide liaison support to the Board of Education on the Committee activities.