

## FREMONT UNIFIED SCHOOL DISTRICT

# Measure E Citizens' Bond Oversight Committee Protocols for Communications to the Board & Community



The Citizens' Bond Oversight Committee (CBOC) is responsible for reporting annually to the community on the bond expenditures and meets monthly to review financial records, receive updates, ask questions and represent the community. While an individual member is free to express his or her opinion, when speaking as a spokesperson for the committee, protocols must be followed in order to communicate to the Board of Education via the CBOC Monthly Memo. Below are actions the CBOC is implementing in order to ensure accurate and timely communication:

1. Build discussion time into the monthly agenda for items members feel should be communicated to the Board.
2. Summarize and vote, as applicable, on all agenda items.
3. Formal communication to the Board will be a written memo from the Chair (or Vice Chair) summarizing the committee actions. When no formal vote is taken, the main points of the discussion, including a minority report, when there is no consensus, will be provided by the Chair to the Board.
4. The Chair will be present at Board meetings to answer questions about the committee discussions, if requested by the Board.
5. A more detailed set of meeting minutes will record the discussions of the committee.

## Committee Purpose (Bylaws Article II)

The purpose of the committee shall be to actively inform the public concerning the expenditure of bond revenues [Education Code section 15278 (b)]. The committee will be actively involved in gathering bond related information and advising the Fremont Unified School District Board of Education on all bond-related matters. The committee will act in an oversight capacity on all bond related expenditures.

## Multiple Perspectives; One Committee

Citizens' Bond Oversight Committee members represent a wide range of community experience and perspectives as well as a demonstrated commitment to holding public institutions accountable for the use of public funds. The members are empowered on behalf of the community to provide oversight and feedback on expenditures and progress of work under the bond.

The CBOC must have at least seven members, including an active member of a senior citizens' group, a taxpayers' organization, a member of a business organization, and two parents, one of whom must be active in a parent-teacher organization. No member may be a school district employee or an employee of a vendor or contractor doing business with the district. Members serve two- and three-year terms.

