

Community Facilities Advisory Committee

The St. Vrain Valley School District is committed to organizational well being and partnerships with our communities. Maintaining a strong financial standing for student achievement, staffing needs, the ongoing challenges of growth and rising operational costs is integral to this commitment.

The Board of Education has fiscal oversight responsibilities for the District's bond program. To successfully fulfill this responsibility, the Board shall be supported by the Community Facilities Advisory Committee. This committee will report directly to the Board of Education.

The Board of Education shall appoint all members of the Community Facilities Advisory Committee.

The Superintendent shall appoint representatives from the O & M Department to support this committee.

Upon a vacancy in any committee position appointed by the Board, the specific opening will be published on the District website and in appropriate local newspapers.

At the end of a successfully completed three (3) year term, an existing committee member may submit an application to be reappointed to the committee, if so desired.

If more than one application is received for a position, all applications will be referred to the committee. The committee chair will appoint a subcommittee, which will rank the top three applications of those received and submit such ranking to the Board of Education. Sole discretion for appointment from the ranking list or not will lie with the Board.

Members of the committee shall be appointed for terms of three (3) years.

The Board liaisons will serve at the discretion of the Board.

A chair will be elected annually. The chair will conduct meetings, appoint subcommittees, call special meetings, provide the Board of Education and the Superintendent with an annual report, and perform other duties. The chair, in concert with District staff, will establish the agenda for each meeting.

It is the goal of this committee to assist in maximizing the long-term return of the substantial investment the District has in its physical plants.

1. The Committee will be composed of the following:
 - a. Up to five members of the community with managerial experience actively or formerly engaged in one of the following areas:
 - Physical Plant Management of a minimum of 100,000 square feet
 - Building Inspection
 - Building Code Compliance
 - Energy Management
 - Fire Code Enforcement or Public Works
 - b. Each committee member will reside in or their corporation will be located in the St. Vrain Valley School District service area
 - c. A member of the Board of Education or alternate
 - d. Ex-officio members will include one member from Learning Services and one member from Financial Services

Individuals interested in partnering with the District as a Facilities Advisory Committee member shall submit a letter of interest and their qualifications to the Assistant Superintendent of Auxiliary Services. The Superintendent of Schools will make appointments to the Committee based on the qualification and experience of the applicant.

2. The Committee will meet five times during the school year to provide support, insight and recommendations throughout the fiscal year process.
3. Members will be selected to serve a three-year term.
4. The charge of the Committee will be to:
 - a. Become familiar with District facility policy, procedures, specifications and processes related to the design, construction, maintenance and operation of the Districts physical plant assets as well as bond projects, deferred maintenance and energy practices
 - b. Provide recommendations to the Assistant Superintendent of Auxiliary Services
 - c. Participate in discussions with the public and the Board of Education on various facility issues
 - d. Make recommendations for increasing operation and environmental efficiencies
 - e. Make recommendations for policy and procedural changes
 - f. Review and provide feedback on facility operational budgets
 - g. Review and provide feedback regarding the Districts' bond program, including fiscal accountability and financial cost control, planning and implementation, and closeout.

However, it shall be noted that the existing FEH-R policy and by-laws adopted on August 27, 2003 will remain in affect for the purpose of accountability of any expenditures associated with the 2002 bond projects.

Approved August 27, 2003
Revised November 12, 2008

St. Vrain Valley School District RE-1J, Longmont, Colorado