

MONTEREY PENINSULA UNIFIED SCHOOL DISTRICT

TO: Board of Education

DATE: September 4, 2007

ITEM: **INFORMATION:** Review Board Appointment of Four Members to the Facilities and Financing Plan Advisory Committee

INTRODUCTION

On May 21, 2007, the Board approved a Memorandum of Understanding (MOU) between the Monterey Peninsula Unified School District and the City of Marina addressing future school sites and facilities, funding, and establishing a broad vision for joint use of new and expanded schools in the greater Marina community. Developed jointly by the agencies with extensive input from City officials and builders, this plan assures decision makers and the public that school needs have been carefully and impartially analyzed, that schools will be provided for existing and growth areas, that the longstanding dream of a comprehensive high school in Marina will be a reality, and that public investment in schools will serve the community during non-school hours.

BACKGROUND

The Memorandum of Understanding will establish an Advisory Committee to advise the parties concerning implementation of the Facilities and Financing Plan, periodically review budgets, expenditures, and revenues, serve in an advisory capacity to the parties concerning the timing and design of projects, and perform other assignments referred to the committee by the Board and City Council. The committee will serve in an advisory capacity as it relates to the implementation of the Facilities and Financing plan among the school district, city, recreational and joint use partners, other agencies, and development interests.

The committee shall consist of a minimum of nine members: four members appointed by the MPUSD Board, two members appointed by the Marina City Council, one representative of the East Garrison community, and two representatives of the homebuilders. The committee may expand in number of members by vote of the City Council and the Board.

OBJECTIVE

To review the process for Board appointment of four members to the Facilities and Financing Plan Advisory Committee.

COST/FUNDING SOURCE/FISCAL IMPACT

Not Applicable

RECOMMENDATION

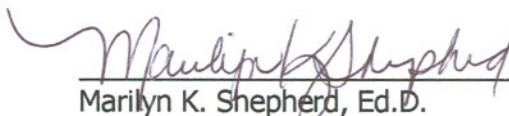
Review process for Board appointment of four committee members with at least one child enrolled in MPUSD schools at the time of appointment. Two or more must reside within the Marina High School attendance area.

PREPARED BY:

**APPROVED FOR SUBMISSION
TO THE BOARD OF EDUCATION:**



Dan Albert, Assistant Superintendent
Facilities Management and Planning



Marilyn K. Shepherd, Ed.D.
Superintendent

EXHIBIT F

ADVISORY COMMITTEE Establishment of the Advisory Committee

Parties to this MOU will create an Advisory Committee to advise the Parties as requested concerning implementation of the Facilities and Financing Plan, periodically review budgets, expenditures and revenues, serve in an advisory capacity to the Parties concerning the timing and design of projects, and perform other assignments referred to the committee by the Board of Education and City Council. Staff for the committee and incidental meeting costs will be provided by the District. City of Marina staff will assist as needed. Committee members serve at the pleasure of the District and the City.

- *Purposes of the Advisory Committee*
 - Serve in an advisory capacity regarding the implementation of the Facilities and Financing Plan among the school district, city, recreational and joint use partners, other agencies, and development interests.
 - Review actual enrollment patterns as provided by the District and advise, whether, in the Committee's opinion, changes to the projection assumptions in the Facilities and Financing Plan may be required.
 - Review audits and reports of expenditures and revenues; advise whether, in the Committee's opinion, such funds have been expended on projects specified in this MOU and in a manner consistent with the stated purposes of the Facilities and Financing Plan described herein.
 - Submit quarterly reports concerning the planning, scheduling and budgeting of projects funded to implement the Facilities and Financing Plan.
 - Review the planning, scheduling and budgeting of projects funded and advise whether, in the Committee's opinion, the Facilities and Financing Plan is being implemented appropriately.
 - Review work completed, and advise the City and the District regarding any work not completed in according to standards established by the MOU.
 - Represent the interests of the District, City and community through participation and advice.

- *Composition of Membership of the Advisory Committee.*

The committee shall consist of a minimum of nine members representing the following areas/organizations. The committee may expand in number of members by vote of the City Council and Board of Education.

1. Four members appointed by the MPUSD Board of Education, with at least one child enrolled in MPUSD schools at the time of appointment. Two or more must reside within the Marina High School attendance area.
2. Two members appointed by the Marina City Council, with at least one child enrolled in MPUSD schools at the time of appointment.
3. Representative of the East Garrison community selected by the County Office of Housing and Redevelopment.
4. Two representatives of the homebuilders (selected from among Marina Community Partners, Cypress Knolls LLC, Cypress Marina Heights LLP, Marina Station-Creekbridge Homes, East Garrison Partners LLC.).

- *Operation and Organization of the Advisory Committee.*

- The committee shall conduct its business in accordance with the practices of the Ralph M. Brown Act as set forth in California Government Code Section 54950, et seq.
- The committee shall keep and provide regular minutes of all meetings.
- The committee may adopt bylaws or operating guidelines to document its operating procedures.
- All appointees shall agree to and sign a certification declaring that the appointee has no conflict of interest.
- The members of the committee shall serve for three year terms, with a two term maximum.
- The committee shall elect a chair and a co-chair who shall each serve a two-year term. The total committee shall have an odd number of appointees.
- Unless excused by the committee chair or co-chair, members who have been absent for three consecutive meetings shall be deemed to have resigned from the committee.

- In the event of a vacancy, the District and City shall appoint a replacement based on the original appointment criteria and process.
- If any of the organizations represented on the committee cease to exist or choose not to be represented on the committee, the City and District shall select an organization of similar purpose or background to replace the organization not represented.
- The committee shall be disbanded when the Facilities and Financing Plan has been implemented and all projects completed.