

**Spring Branch ISD  
Career and Technical Education  
Bond Advisory Committee  
PROPOSED CHARGE AND COMPOSITION  
August 9, 2021**

**Official Designation:** Career and Technical Education (CTE) Bond Advisory Committee

**Background Information:**

Spring Branch ISD (SBISD) has a long history of providing outstanding CTE education across our secondary schools and central locations. As the district developed the 2017 Bond Program, the Board of Trustees recognized the need for a long-term plan to inform future CTE programming and facilities to ensure SBISD provides a world-class program that meets student, community and regional workforce development needs. Importantly, robust CTE programming must directly support the district's T-2-4 goal for all SBISD graduates to successfully complete a technical certification or military training, or a 2-year or 4-year degree.

With resources allocated for this planning in the 2017 Bond Program, in Spring 2018, the district launched a CTE Task Force to create a vision of a world-class CTE program for SBISD and develop actionable recommendations for achieving that vision. The Task Force presented its findings to the Board of Trustees in December 2018.

In Spring of 2019, SBISD contracted with IBI Group to conduct an assessment to identify existing CTE classrooms, labs, and facilities. In Fall 2019, a 21-member CTE Working Group built on the work of the CTE Task Force to develop specific CTE Program of Studies recommendations. These recommendations were presented to the Board of Trustees in December 2019.

With a defined vision for future CTE programming, in Spring/Summer 2020, district leaders, with support from Stantec architects, developed educational specifications to align with the future CTE Program of Studies. These were presented to the Board of Trustees in October 2020.

After the development of the CTE educational specifications, the district engaged Stantec architects to assess all CTE classrooms, labs and facilities utilizing the educational specifications. This assessment allowed the district to gain an understanding of how well our current classrooms, labs and facilities align with the educational specifications and where deficiencies exist. The initial findings were presented to the Board of Trustees at the April 2021 Board Retreat. The final report was presented to the Board of Trustees at the June 2021 Board Workshop.

In Spring/Summer 2021, a CTE Long-Range Facilities Planning Committee comprised of parents, staff, community members, business representatives, higher education representatives, and students was convened to develop a CTE long-range facilities plan to

move the district toward having world-class CTE classrooms, labs, and facilities in which to teach and learn. The Committee's recommendations were presented to the Board of Trustees on July 19, 2021.

## **Overview**

### **Board of Trustees:**

Members of the Board of Trustees of Spring Branch ISD are elected by the Spring Branch ISD community and as a body corporate have the exclusive power and duty to govern and oversee the management of the public schools of the district.

Texas Education Code Section 11.151b

### **Superintendent:**

The superintendent is the educational leader and chief executive officer of the school district and is responsible for managing the day-to-day operations of the district.

Texas Education Code Section 11.201 (d) (5)

### **Bond Advisory Committee:**

The CTE Bond Advisory Committee (CTE BAC) is an *ad hoc* committee comprised of parents, staff, students, and community members from the district's various geographic areas and business communities, as well as those who may have served on prior bond and CTE committees and the various CTE program interests within the school district. As such, the committee is constituted for a defined purpose and time and holds no statutory authority.

The Committee will conclude its work once its recommendations have been presented to the SBISD Board of Trustees, unless otherwise charged by the Board of Trustees.

The Board of Trustees recognizes the very important and necessary role of the CTE BAC in reflecting through its work the various perspectives of the SBISD community.

### **Committee Charge:**

The CTE Bond Advisory Committee (CTE BAC) is charged by the Board of Trustees with the responsibility for working collaboratively and cooperatively with the superintendent and the superintendent's administrative designees and resource personnel in developing a bond proposal package for recommendation to the Board of Trustees. As such the CTE BAC is expected to call upon the expertise of District professional staff and to utilize and respect previous, current and/or related documents. Additionally, the CTE BAC shall utilize and respect related actions and documents adopted and /or approved by the Board of Trustees that are relevant to this task.

The CTE BAC is charged with working within the framework of the CTE Long-Range Facilities Plan, SBISD District-Wide Facility Assessment, the SBISD Financial Analysis/Debt Capacity Analysis, the SBISD Demographic and Capacity Studies, the SBISD Strategic Framework, and/or other significant primary and authoritative sources of District information.

In developing the recommendations for a proposed bond package, the CTE BAC should focus on:

- district CTE facilities in the areas of renovation, additions and/or replacement of existing classrooms, labs and facilities;
- additions to accommodate CTE program enrollment;
- renovations to meet District standards and CTE educational specifications, and
- transformation/replacement of aging CTE facilities.

The Bond Advisory Committee may also focus on District CTE technology needs.

Areas of focus from which the CTE BAC should refrain include recommendations regarding specific design of schools or district facilities, location(s) of schools or district facilities, boundaries of district facilities, closure of district facilities, instructional arrangements and/or educational pedagogy and district policy.

The CTE BAC is charged with beginning its work in September 2021, with the development of a proposed bond package recommendation to be submitted to the Board of Trustees no later than December 2021.

The Board of Trustees may act upon the recommendations presented by the committee by approving, amending, altering, or not approving all or any part of the final report.

## **Committee Composition**

The composition of the Committee will be as outlined below. The membership of the Committee will represent all geographic areas of the community. Efforts should be made to include members on the Committee with expertise in the areas of architecture, engineering, construction and design or related fields; business/finance; health sciences; technology, agriculture and other industries that align with SBISD CTE Programs of Study as well as members with experience on the CTE Long Range Facilities Committee or previous Bond Advisory Committees.

The SBISD Board President will appoint two Committee members who are not district staff to serve as Co-Chairs of the Committee.

Individuals accepting membership should be able to attend at least 75% of the scheduled meetings. It is anticipated the CTE BAC will have four or five meetings in the fall of 2021.

The Board of Trustees will approve the membership roster of the Committee.

CTE Bond Advisory Committee Composition		
Category	Number	Total Number
Parents*	1/campus	46
Students	1/high school and CTE special program campus	7
Additional Parents/Community Members/Business Representatives at Large		30
Certified Staff (Teachers, Counselors)	2 Elementary/2 Middle/2 High/2 Special Program	8
Principals /Assistant Principals	2 high school, 2 middle school, 1 special programs, 1 central CTE program	6
Central Administrators		6
Trustees – Non-Voting Members		2
Total		105

*\*A staff member may be asked to serve as a campus representative if a parent is not available to serve.*

Task Force members will not receive pay, allowances, or benefits for their service on the Task Force. Parents, students, community, and business leaders that elect to serve will do so voluntarily

**District Commitments to the Task Force**

In support of The Committee, SBISD commits to:

- provide all associated materials in a timely manner
- provide committee members with multiple opportunities to provide insight and feedback
- provide committee members with transparent two-way communication as questions or needs arise.

**Comments:**

The Board of Trustees and administration are honored to extend to each member of the CTE BAC an invitation to serve in this capacity. The invitation to participate in this important endeavor reflects our respect for you and the credibility you have in the Spring Branch community. We are thankful for your willingness to serve, and we will strive to honor your time and your work on behalf of the students and future students of our school district.

Approved by the Board of Trustees:

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Board President

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Date