



**FLAGLER COUNTY SCHOOL DISTRICT
HALF CENT SALES TAX CITIZENS OVERSIGHT COMMITTEE
RULES OF PROCEDURE**

Purpose

The purpose of the Half-Cent for Flagler Schools Citizen Oversight Committee is to review for appropriateness, and report on, projects and expenditures associated with the November 8, 2022 renewal of the half cent sales tax for the purpose of funding the Flagler County School District's technology, school safety, and educational facilities improvements. It shall be the responsibility of the Half-Cent for Flagler Schools Citizen Oversight Committee to provide the School Board and the community with information related to the utilization of the funds generated by the one-half cent surtax on sales. Specifically, the Flagler Schools Citizen Oversight Committee is charged with reviewing the expenditure of the sales tax proceeds and the alignment of surtax funded projects with those identified in the referendum and to report to the public annually.

Appointment

The Half-Cent for Flagler Schools Citizen Oversight Committee shall be comprised of no less than seven (7) and no more than eleven (11) members.

The Half-Cent for Flagler Schools Citizen Oversight Committee members shall be residents of Flagler County who have expertise in the fields such as planning, education, business, finance, law, engineering construction, technology, or security. At least two (2) members shall be the parent/guardian of a Flagler Schools student. School Board members or current employees of Flagler Schools shall not be members of the Half-Cent for Flagler Schools Citizen Oversight Committee.

Prospective members shall be solicited through public announcement and shall be required to submit an application for consideration. A Selection Committee shall review the applications and recommend a qualified pool of applicants for the initial Half-Cent for Flagler Schools Citizen Oversight Committee to the School Board for the selection and approval at a School Board meeting.

Members shall serve terms of two (2) years. A member may serve for more than one consecutive term or for multiple terms, if approved by the School Board. In order to

promote continuity of service and institutional memory, the initial terms shall be staggered, with four (4) members serving for three (3) years, and the remaining members serving for two (2) years.

Replacement Half-Cent for Flagler Schools Citizen Oversight Committee members shall be selected by the existing members and recommended to the School Board for approval.

If a vacancy should occur before the expiration of any regular member's term that causes the committee membership to drop below seven (7) members, the School Board shall appoint one (1) to three (3) successors to fill the unexpired balance of the term.

Officers

The officers of the Half-Cent for Flagler Schools Citizen Oversight Committee shall consist of a Chairman, and Vice Chairman. The officers shall be members of Half-Cent for Flagler Schools Citizen Oversight Committee and shall be elected for a one (1) year term by a majority of the committee members at the first regular meeting of each fiscal year.

Chairman: The Chairman shall preside over the meetings of the Half-Cent for Flagler Schools Citizen Oversight Committee and may establish sub-committees to undertake activities on behalf of the committee. The Chairman, or designee, shall be the official spokesman for the Half-Cent for Flagler Schools Citizen Oversight Committee.

Vice Chairman: In the absence of the Chairman, the Vice Chairman shall perform the duties of the Chairman, and when so acting shall have all the duties of, and be subject to all the restrictions upon the Chairman.

Secretary: The roll of Secretary shall be filled by district staff. The designated staff member will be responsible for maintaining minutes and records of the Half-Cent for Flagler Schools Citizen Oversight Committee. The Secretary shall have such additional powers and duties as assigned by the Chairman.

Meetings

The Committee shall meet bi-annually. Notice of the Committee meetings shall be published on the District's website. The meetings will be open to the public, and public

comment shall be allowed prior to the conclusion of the meeting. The School Board's standing rules governing public comment shall apply.

The Committee is subject to the Florida Sunshine Law as codified in Chapter 286, Florida Statutes. Accordingly, between public meetings, Committee members shall refrain from discussing with other Committee members any business that might come before the Committee. However, the Sunshine Law does not preclude Committee members from communicating with District staff and individual school board members outside of public meetings.

Annual Report

In September each year, the Committee shall submit to the School Board a report on its activities for the preceding fiscal year.

District Liaison The District's Chief of Technology and Innovation shall serve as the District's liaison to the Committee.

DATED this _____ day of _____, 202_.

SCHOOL BOARD OF FLAGLER COUNTY

By: _____
Cheryl Massaro, Chair