

# Boundary Adjustment Advisory Committee Charter

## Purpose

To assist in developing a set of boundary changes required to implement the school consolidations and closures proposed in the resolution entitled “*Board Resolution Related to the Facility Master Planning Task Force Recommendations pertaining to community impact of repurposing schools to 4K-8 facilities and proposed school boundary changes*” approved on June 5, 2023 and any Green Bay Area Public School District Board of Education directed updates to that Resolution. Boundaries should be developed to ensure equity and the continued diversity of school populations. The committee shall present those recommended boundary changes to the Board of Education by June 10, 2024.

## Membership

1. The committee will be comprised of 12-16 members who, collectively, roughly mirror both the demography and the geography of the district and reside within the Green Bay Area Public School District. At least two members of the committee shall be GBAPSD students.
2. All prospective members must complete an online application via the GBAPS website or a paper copy of that application.
  - a. Those applications, made available in several languages, will be the sole source of consideration in choosing the committee.
  - b. Board members are welcome to encourage people to apply
3. The application will provide an opportunity to demonstrate the knowledge, skills and abilities and other characteristics most likely to contribute positively to the work of the committee. For this committee, we will seek applicants who demonstrate:
  - a. Knowledge of and/or experience with the school district or a portion of the school district in any capacity
  - b. Experience on a decision-making or advisory committee
  - c. Experience working with a diverse population
  - d. Commitment to finding *solutions* through discussion and debate.
4. The selection team will strive to assemble a committee that represents:
  - a. The ethnic makeup of the school district
  - b. All geographic parts of the district
5. Per board policy #185, the selection team will include the President of the Board and the Superintendent. Together they will arrive at:
  - a. A list of 12-16 proposed members
  - b. A list of about 6 alternatives, should they be necessary
6. The Board of Education will review and approve the list.

## Member Application

The application will consist of the following questions / information. All requested information must be provided to be considered:

1. **Name**
2. **Address** [Allows for wide geographic representation]
3. Explain your current or previous **connection** with GBAPS
4. What is **your primary reason** for wanting to serve on this advisory committee?
5. If you have previously served on any **advisory or deliberative bodies**, including (but not limited to) elected office, please list them (Note: such previous experience is not required)
6. Please explain your experience with a diverse population of any kind.
7. Do you represent an organization with a vested interest in the outcome of this process? If so, please list the organization(s).
8. If we have questions about your application, may we contact you? If so
  - a. Email address
  - b. Phone number

## Authority

The committee has no expressed or implied power or authority. Pursuant to Board of Education Policy 170, the advisory committee is to investigate and report on the specific issue of school attendance boundaries. The committee's duties are described below. When the committee completes its work, the committee is automatically disbanded at the time the final report is accepted by the School Board or the committee's work is completed.

## Responsibilities

- Respond to information and recommendations providing local perspectives that honors our goals of equity and diversity during the creation of the new school boundaries and feeder patterns required to implement the proposed school consolidations. Some examples of local perspectives are walkability, neighborhood integrity, traffic volume / patterns, etc....
- Provide structured feedback on boundary options proposed by Cooperative Strategies during the iterative development process concerning the potential impact of the boundaries to the local community
- Provide feedback on community surveys to be given to the community and participate in community engagement events.
- Present the recommendations agreed to by the committee to the Board of Education. The presentation should include summarized information to inform the board of the impact of changes across the diverse populations of the school district.

## **Limitations**

Demographic data will be provided by the school district to Cooperative Strategies. It is outside the scope of the advisory committee to provide or reference externally sourced data as inputs to the boundary creation process.

Boundaries are drawn using industry GIS software and based on the address and demographic data provided by the school district. It is outside the scope of this advisory committee to create and propose any maps outside the contracted services provided by Cooperative Strategies.

Committee members will participate in the review and approval of public feedback surveys that will be distributed by the district and/or Cooperative Strategies to determine public sentiment. It is outside the scope of an individual committee member's role to solicit feedback on behalf of the committee outside the planned engagements.

## **The Committee's work shall be governed by the following Board of Education policies and procedures:**

- 185, Advisory Committees
- 342.1, Programs for Students with Disabilities
- 343.2, Class Size
- 411, Equal Educational Opportunities
- 411.2-Rule, Procedures for Providing Equal Access to School Programs and Services for Homeless Students
- 432, Student Attendance Areas
- 433, Assignment of Students to Schools (Intradistrict Transfers)
- 751, Transportation Services

## **District Resources**

Primary Contact:

Josh Patchak, COO

Supporting Resources:

Dr. Claude Tiller, Superintendent

Vicki Bayer, Associate Superintendent

Lori Blakeslee, Communications Director

Board of Education Resource:

Laura McCoy, President

## Timeline and Meetings

Tentative committee schedule as proposed by Cooperative Strategies. Dates are subject to change pursuant to resource availability.

Date	Format	Event	Description
Tues, Dec 12, 2023	Virtual	Committee #1	Organizational meeting, background data
Tues, Jan 23, 2024	In person	Committee #2	Options exercise
Week of Jan 29, 2024	Virtual	Internal options	Work session: initial options
Tues, Feb 20, 2024	Virtual	Committee #3	Review Options, prepare for community dialogue
Mar 12-14, 2024	In person	Community Dialogue #1	Present initial options, 3 meetings
Mar 29 or Apr 1	Virtual	Internal options	Work session: final options, based on feedback
Tues, Apr 02, 2024	Virtual	Committee #4	Review community feedback, make adjustments to options
Apr 30-May 1, 2024	In person	Community Dialogue #2	Present revised options, 2 meetings
Tues, May 14, 2024	In person	Committee #5	Review community feedback, develop recommendation(s)
May 17 or May 20	Virtual	Internal Recommendation Review	Work session: Finalize recommendation
Tues, May 21, 2024	Virtual	Committee #6 (if necessary)	In case there are changes to recommendation that need reviewed
Tues, May 28, 2024	Virtual	Board One-on-Ones	If Board members are interested
Mon, June 10, 2024	In person	Board Meeting	Present recommendations

### Procedures for Communicating Committee Information to the Board and Public

All communication between the committee and public will be coordinated by district resources in accordance with the planned community dialogues proposed by Cooperative Strategies.

All communication between the committee and the Board of Education will be coordinated by the Board of Education's committee resource. The Board of Education resource will make determinations whether the committee should present any findings, recommendations, or requests to the Board outside of the planned presentations proposed by Cooperative Strategies.

**Board Approved: October 23, 2023**