



A Great Place to Learn.

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Superintendent
Laurie Dent, Ph.D.

DATE: January 15, 2025

TO: Sumner-Bonney Lake Board of Directors

FROM: Laurie Dent, Ph.D., Superintendent

RE: Formation of Bond Oversight Committee

In accordance with Board Policy No. 4110 - *Citizen Advisory Committees and Task Forces* the district requests the SBLSD Board of Directors approve the formation of a Bond Oversight Committee (BOC). The core purpose of this committee will be to monitor the delivery of the November 2024 bond program to ensure accountability, fiscal transparency, and community trust.

Type and Composition of the Committee: The BOC is deemed an Administrative Committee, reporting to the Superintendent and her officials; with periodic updates to the community and Board of Directors. The Committee shall be comprised of the following members:

- At least one member who is active in a business organization representing the business community; located within the school district (e.g. member of the Chamber of Commerce, Downtown Sumner-Bonney Lake Association, etc.);
- At least one member who owns, operates, or represents senior leadership in a local business;
- Two members who work in the financial field or who maintain financial expertise or experience;
- Two members with construction, architect, engineering, or associated expertise;
- At least one member who is the parent or guardian of a child enrolled in the school district; and,
- One representative who served on the Community Facilities Task Force.

**Committee Members must be a resident of the district, be registered to vote, may not be an officer, agent, employee or official of the school district, and may not represent any vendor, contractor or consultant of the school district.*

Charge: Sumner-Bonney Lake School District desires an ongoing, independent review of the major projects proposed to voters on the November 5, 2024, election. The Committee will meet at least quarterly and plan to provide annual written progress reports to the community and Board of Directors. Reports will be published on a website viewable to the general public. The Committee will be responsible for:

- Reviewing the process to solicit, qualify and select general contractors, architects, vendors, and consultants for major projects;
- Reviewing financial statements, project scope, construction documents, and bid solicitations to ensure that bond dollars are only being spent on projects approved by voters;
- Regularly inspecting school facilities and grounds to ensure bond revenues are expended

- appropriately;
- Making recommendations to the Superintendent as to policies and procedures which will enhance accountability for bond dollars to district stakeholders;
- Assisting in maintaining public trust and confidence in the district through active involvement in communications related to the bond projects.

Reporting: The Committee is to provide an annual report to the community each spring in addition to maintaining consistent communication about its progress via the district’s website..

Authority: The Committee is not a decision making body and will have no independent authority to obligate district funds. The committee’s recommendations will be used to inform program decisions made by the Superintendent and/or Board.

Staff Cooperation: The Committee will work directly with the Superintendent and will be granted access to reports, construction sites and documents pertinent to their charge. District staff members and service providers will be made available to the Committee upon request.

Duration of Charge: The Committee will sunset following the substantial completion of all major bond projects, but no earlier than the expensing of 95 percent of all bond proceeds.

Committee Appointments: In order to ensure continuity for this multi-year assignment, and also to respect the Committee’s volunteer members, terms ranging from one-to-two years will be designated for the original Committee members. However, members may choose to maintain membership through the completion of the bond program if their schedule permits. Appointments to the committee will be made through the standard application process used by the district and approved by the Superintendent.

The timeline for committee formation is as follows:

Announcement of opportunity to apply: *January 16, 2024*

Application available: *January 22, 2024*

Applications due: *February 21, 2025 at 4:00 pm*

Selection Process: *February 24 through 28, 2025*

Committee Members Notified: *March 3, 2025*

Quarterly Meetings: *4th Monday of the month at 5:00 pm*

March 2025:	March 24, 2025
June 2025:	June 23, 2025
September 2025:	September 22, 2025
January 2026:	January 26, 2026