Community Bond Committee Design Advisory Team Membership & Selection Process

Membership in the Chelsea Bond Committee Design Advisory Team (DAT) is established through the current CSD Board of Education Bond Committee. As the district explores the possibility of seeking new bond funding in 2027, input from a variety of stakeholders is critical to the process and the ultimate success of the project. To establish clear criteria and provide transparency to the selection process, the following guidelines are established.

Purpose of committee: The DAT exists to engage with the superintendent, district administrators and BOE Bond Committee members to provide feedback on bond projects for a potential 2027 bond proposal. Members are expected to actively seek input between meetings and share feedback in a manner that accurately reflects the perspectives of the stakeholder groups they represent. The DAT is not a decision-making body, but rather one that ensures that stakeholder voices are heard throughout the process.

Membership Criteria:

1) Must 1) live in district; ~~2) have children attending CSD;~~ or 3) be employed by CSD
2) No more than one individual from the same household may serve on the DAT
3) Because continuity of participation is important, members should plan to attend all meetings, which include the following:
    a. December 2026 (1) (Dec 1-3 or Dec 8-10 @6pm-8pm)
    b. January 2027 (2) (Jan 12-14, 19-21)
    c. February 2027 (1) (Feb 9-11, 16-18)
    d. March 2027 (1) (Mar 9-11, 16-18)
4) Must commit to 2 field trips to visit locations around the district in January & February.
5) Interested non district employees must submit letter of interest by xxxxx outlining:
    a. Their interest in serving
    b. Relevant qualifications
    c. What stakeholder group(s) they are representing (K-2 parent, etc.) Participants may represent up to two stakeholder groups – for example if they are a parent of a K-2 student AND a special ed student, you may represent both. Participants may not represent more than two stakeholder groups.
    d. How they meet membership requirements
    e. Identify how you plan on obtaining feedback from the group you represent

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Application Review and Selection

1) After the posting period, the BOE Bond Committee members will review applications to confirm eligibility
2) Eligible applications will be reviewed by the Bond Committee who will use ranked choice voting to select community/parent/student members.
3) District employee representatives will be selected by Districts Administration.

Membership Stakeholder Categories:

1) Y5-2 Teacher
2) Y5-2 Parent
3) 3-5 Teacher
4) 3-5 Parent
5) 6-8 Teacher
6) 6-8 Parent
7) 9-12 Teacher
8) 9-12 Parent
9) 6-8 Student
10) 9-12 Student
11) Senior Center Rep
12) CTE Teacher/Staff Member
13) Special Ed Staff
14) Special Ed Parent
15) Athletics Director
16) Community Rec & Ed
17) Preschool Staff Member
18) Preschool Parent
19) Operations Director
20) Superintendent
21) Assistant Superintendent
22) Aquatic Community Rep
23) Director of Technology
24) Chief Financial Officer
25) At Large Community member
26) City Council Rep/Community Business
27) Music/Drama Rep – Parent/Teacher/Auditorium?

Yellow highlighted roles are selected by Bond Committee; remaining selected by District

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Potential timeline:

1) Review of these criteria at 11/2 BOE meeting
2) Post on district website 11/3 and share on social media
3) Bond Committee to set DAT meetings at 11/6 meeting
4) Close of applications 11/17 (2 weeks posting)
5) Bond committee to review and select 11/20
6) First meeting week of Nov 30th or Dec 7th

Meeting Operations

1) Meetings to be no more than two hours in length
2) Meetings not recorded or streamed, but minutes taken
3) At first meeting, participation expectations and norms discussed and agreed upon
    a) Scope of group clearly identified
4) Meeting facilitation by Fielding/Kingscott/???

Committee Member Expectations

1) Member will review all materials ahead of meeting to be prepared to discuss and provide feedback
2) Member shall be courteous and respectful other members
3) Member will actively seek feedback from their stakeholder group to bring to meeting
4) Member must attend all meetings and field trips in person
5)

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