



SNYDER

INDEPENDENT SCHOOL DISTRICT

DRAFT Long-Range Facility Planning Committee Framework

An Administrative Recommendation for Committee Membership

Snyder Independent School District (SISD) is putting together a committee of local citizens, students and school employees to study facility needs across the district. This work will include, but is not limited to a review of facilities under the following scope: academic, co-curricular and technology, safety and security, transportation, maintenance and extracurricular program needs.

The committee's work will be instrumental in developing a Long-Range Facility Plan that will serve Snyder ISD students for the next five years.

Committee's Charge

The planning committee is charged to serve in an advisory capacity to the School Board and Administration on a temporary basis regarding the topic of facility planning and capital needs. The committee will keep students at the center of all recommendations and maximize the district's financial resources. The committee's work will be presented in a public meeting as recommendations to the SISD School Board. A district webpage will be dedicated to sharing information and presentations with the public as part of the committee's ongoing work.

Committee's Objectives

- Study current demographic data and future projections for student enrollment;
- Tour district facilities and assess capital improvement, safety/security needs in consultation with SISD staff;
- Identify any additional needs required of the district to effectively carry out its mission and/or the district goals outlined in the **SISD Strategic Plan**.
- Review Snyder ISD's current and projected financial situation, considering all factors, including but certainly not limiting SISD to: new construction, building additions, temporary facilities and/or any other options for addressing maintenance, transportation, safety and security or technology; and
- Make a final recommendation as part of a Facility Planning Committee Recommendation to the SISD School Board and Administration.

Committee Composition

10 Elementary (PK-3) Representatives: Ten (10) representatives from the district's elementary school as follows:



SNYDER

INDEPENDENT SCHOOL DISTRICT

- Five members of the elementary school's staff (representing each grade level)
- Five parents from the elementary school who are not employees but have a child enrolled in elementary school (representing each grade level)

4 Intermediate (grades 4-5) Representatives: Four (4) representatives from the district's intermediate school as follows:

- Two members of the intermediate school's staff (representing each grade level)
- Two parents from the intermediate school who are not employees but have a child enrolled in elementary school (representing each grade level)

9 Junior High School Representatives: Nine (9) representatives from each of the district's middle schools as follows:

- Three students from the junior high school (representing each grade level)
- Three members of the junior high school's staff (representing each grade level)
- Three parents from the junior high school who are not employees but have a child attending junior high school (representing each grade level)

12 High School Representatives: Twelve (12) representatives from the district's high school as follows:

- Four students who attend high school (representing each grade level)
- Four members of the high school's staff (representing each grade level)
- Four parents from the high school who are not employees but have a child attending high school (representing each grade level)

Seven (7) residential or commercial taxpayers of the community appointed by the Board of Trustees

Five (5) appointees from the community at large as follows:

- Two business or corporate leaders appointed by the Administration
- Two residential taxpayers (without current SISD students) appointed by the Administration
- One residential taxpayer who is the parent of a child not yet of school age

Five (5) at-large open seats for residential taxpayers will be decided by an application process. Ultimately, from among the volunteer applicants who meet the SISD application deadline, individuals will be chosen by the Administration based on representation from various geographic areas of the district and based on personal/family involvement in a variety of clubs and organizations (civic organizations, academics, athletics, arts, ag, etc.) to ensure balance among the committee's membership.

Total Membership: 52 students, staff, parents, residential/commercial taxpayers and business leaders



SNYDER

INDEPENDENT SCHOOL DISTRICT

SISD Administrators/Directors/Campus Administrators will serve as resources and liaisons to the committee, along with architects, financial advisors, demographers, and other subject-matter experts.

Every effort will be made to reach recommendations by consensus, but a vote of the committee members may be necessary if/when the group were to reach an impasse.

Meetings will be open to the public, however, the public will merely observe meetings in the audience and will not be active participants.

Committee Membership Selection Process

- Campus principals will facilitate the selection process at the school level from a pool of volunteers through a consensus process working with the campus site-based team.
- The Superintendent and his leadership team will facilitate the appointment of the at-large members from the business and residential community.
- Each Board Trustee has the opportunity to appoint one citizen member or direct that back to the Superintendent for selection.
- Candidates through the committee application process will be considered as needed, but turning in an application does not guarantee participation.
- All selected participants must agree to serve prior to [insert date].

Committee Leadership

- The committee will be led by co-chairpersons selected by the Superintendent and School Board President.
- The Administration recommends that co-chairs be citizens and not employees of SISD and that they represent separate geographical regions of the district.

Committee Meetings

- Meetings will be open to the public, but are not for the public. Anyone wishing to attend can sit in the designated audience seating area. Public comments, however, are reserved for designated times during official SISD School Board meetings and will not be allowed during Long-Range Facility Planning Committee meetings.
- If SISD Board members attend any meetings as observers, they will be a part of the audience and not be involved in committee discussion in accordance with Texas Open Meetings laws.
- Meetings will be held on a regular basis until the committee's work is complete.
- Ultimately, a final Long-Range Facility Plan (a written report or presentation of recommendations) will be presented to the Board and Administration and posted to the website for public review.



SNYDER

INDEPENDENT SCHOOL DISTRICT

The ultimate responsibility for action regarding district capital needs planning lies solely with the seven elected members of the Board of Trustees. Snyder ISD is committed, however, to seeking grassroots community, student and staff input while considering *all* options for facility needs and planning.

Approved by Snyder ISD School Board on [insert date]