

DRAFT FACILITIES COMMITTEE

Reports to: The Board of Trustees

Term of Office:

- Board of Trustees and 12-month employees September to August
- Staff, Adult/ Guardians & Students one school year from September to June

Meeting Frequency

- This committee will meet at least every month on the first Thursday of the month @ 5pm.
- The committee shall call additional meetings as needed.

General Purpose

The facilities committee is commissioned by and responsible to the Board of Trustees. It has the responsibility for working with the Executive Director and Deputy Director to create a technology plan to support learning at FRCS as well as maintain a five-year capital plan.

The committee shall bring to the Board of Trustees recommendations to change the following policies when appropriate.

- Technology Use (Shared with Staff Recruitment & Retentions and Facilities committees)
- Appropriate Internet Use Policy for Foxborough Regional Charter School – Students (Shared with Staff Recruitment & Retentions)

Responsibilities

1. Five-year capital plan
2. Support the security plan for the school district.
3. Provide oversight of the procurement process.
4. Maintain and upgrade the physical building
5. Maintain and upgrade the district's technology
6. To notify the Finance Committee of any decisions made that impact on the school finances. Such decisions will be made with a clause stating that they are recommendations and are subject to the school's budget policies and procedures. Depending on the nature of the proposed budget change, related policies and procedures may include approval by the Finance Committee and/or the Board of Trustees

Composition

1. A member of the Board of Trustees will act as the Chair and V-Chair of this committee. If only one member of the Board of Trustees is on the Committee, then the V-Chair will be a member of the District Administration.
2. Board of Trustee and District Administration appointments to the Committee shall be made at least annually in accordance with the FRCS Bylaws. The Director of Operations & Deputy Director shall be members of this committee.
3. The clerk/secretary to the committee is any adult member of the committee and is responsible for open meeting law compliance.
4. Up to two additional members from the following stakeholders:

- a. Staff Members
- b. Parent/Guardians
- c. Students