

OVERSIGHT COMMITTEE FOR PAY-AS-YOU-GO PROJECTS

BY-LAWS

Article I: Name

The name of the organization is the Richmond County Citizens Oversight Committee for non-construction SPLOST projects, hereafter referred to as the Pay-As-You-Go Project Committee.

Article II: Purpose

The purpose of the is Citizens Oversight Committee is to assist in the successful prioritization and selection of school non-construction pay as you go projects authorized by the Sales Tax Referendum. The first Sales Tax Referendum which authorized pay-as-you-go was November 7, 2006. Members serve with the Approval of the Richmond County Board of Education.

Article III: Objectives

The objectives of the Committee shall be consistent with the mandate made by the voters of Augusta-Richmond County to oversee the sales tax extension program.

- Section 1. Accept responsibility for preparing for and attending regular meetings for the duration of the program. There will be at least four annual meetings.
- Section 2. To report to the public and to the Richmond County Board of Education regarding the implementation and evaluation of the non-construction pay as you go projects selected to be contained in the program.
- Section 3. Work as team members with the Board of Education, Superintendent, the Policy Committee and assist with such other coordination or reports as may be requested by the School Board.
- Section 4. To keep informed about general and specific pay as you go information through periodic reports from the Deputy Superintendent's office.
- Section 5. Attend site tours, as necessary, to be familiar with progress of the pay as you go projects.
- Section 6. Be responsive to questions raised to the committee by other members of the public to assure that any feedback from the general public is considered.
- Section 7. Represent the parents, children and the general citizenry of Richmond County with a common goal of completing all projects on schedule and within the allocated budget.

Section 8. Review all materials received in a timely manner and be prepared with questions to assure comprehension.

Article IV: Membership

Section 1. The Committee shall consist of up to twenty (20) members, unless authorized otherwise by the Board of Education.

Section 2. Membership shall be diverse and inclusive of the various geographical, ethnic and racial groups of Augusta-Richmond County who are interested in the oversight of the various projects.

Section 3. Membership may be terminated if a member has three (3) consecutive or three (3) unexcused absences within one (1) calendar year. An absence may be considered excused if the Secretary is notified in advance.

Section 4. Fifty percent (50%) of the then current members plus one shall constitute a quorum for transaction of business.

Article V: Officers and Their Election

Section 1. Officers: The officers of the Committee are a President, Vice-President, Parliamentarian, and Secretary. The Parliamentarian will be appointed by the President.

Section 2. Founding Year Elections: Election of the officers for the initial year of this Committee shall be held at the organizational meeting of the Committee. These officers shall serve for a period not to exceed one year; or until their successor is elected whichever event first occurs.

Section 3. Election: Election of the officers shall be made during the regular August meeting of the Committee. These officers shall serve a two (2) year term. Duties of the office will be assumed at the conclusion of the August meeting.

Section 4. In the event the President is unable or unwilling to complete his/her term of office, the Vice-President will assume his/her duties for the remainder of the term. If the President-elect is unable or unwilling to accept the office, then the Committee will elect a member to complete the unexpired term.

Section 5. In the event the Vice-President is unable or unwilling to complete his/her term of office, the Committee will elect a member to complete the unexpired term.

Section 6. In the event the Secretary is unable or unwilling to complete his/her term of office, the Committee will elect a member to complete the unexpired term.

Section 7. In the event the Parliamentarian is unable or unwilling to complete his/her term of office, the President will appoint a member to complete the unexpired term.

Article VI: Duties of Office

Section 1. President: The President shall be responsible for providing leadership for the Committee and shall serve as an ex-officio member of all committees. The president, through the Superintendent, shall arrange for the Committee to hold public forums, meet with the Board of Education Trustees, the Richmond county Board of Education administrators, the Policy Committee and others involved with the projects, as needed, throughout the life span of the current program.

Section 2. Vice-President: The Vice-President shall preside in the absence of the President and will serve as the Publicity Chairperson.

Section 3. Secretary: The Secretary shall, with the assistance of the Superintendent's office maintain adequate and accurate minutes of each meeting. The minutes shall be typed and distributed to committee members. The Secretary shall be responsible for all correspondence (as directed by the President of the committee as a whole) and notification of all meetings. The Secretary shall maintain a record of attendance of members at all meetings.

Section 4. Parliamentarian: The Parliamentarian shall enforce Roberts Rule of Order at all meetings.

Article VII: Standing Committees

Section 1. The President shall appoint all standing committees. Ad Hoc Committees shall be appointed by the President, as needed.

Section 2. The President and Vice-President shall be ex-officio members of all committees.

Article VIII: Duties of Committee Chairpersons

Section 1. Committee chairs or their designees shall attend Board of Education Committee meetings as needed and will make appropriate reports to the Committee.

Section 2. Committee chairs shall make recommendations to the Committee for approval to be submitted to the Board of Education or made available to the public by the President or his/her designee.

Article IX: Executive Board

- Section 1. The members of the Executive Board shall be the President, Vice-President, Immediate Past President, Committee Chairperson(s), Parliamentarian and Secretary.
- Section 2. The Executive Board shall meet at the call of the President, Vice-President or the Richmond County Superintendent. All meetings of the Executive Board shall be called at least three (3) days in advance.
- Section 3. The Executive Board shall conduct the business of the Committee during intervals between regular meetings of the Committee.
- Section 4. Fifty percent (50%) plus one (1) shall constitute a quorum for transaction of business of the Executive Board.

Article X: Citizens Oversight Committee Meetings

- Section 1. Regular meetings of the Committee shall be held on dates as defined each year by the Committee. Meeting dates may be changed by the Executive Board provided three (3) days advance notice is given.
- Section 2. Fifty percent (50%) plus one (1) shall constitute a quorum for transaction of business of the Committee.
- Section 3. The Committee shall schedule four (4) meetings each year.

Article XI: Amendments

- Section 1. Proposed changes to the bylaws may be suggested by any member of the Committee. The Executive Board shall consider all suggested changes and will transmit the written proposed changes to the Committee with or without a recommendation. Members of the Committee must be notified in writing at least fourteen (14) days prior to the meeting at which proposed changes will be considered.