

**RED CLAY CONSOLIDATED SCHOOL DISTRICT  
FACILITIES COMMITTEE  
BYLAWS**

**ARTICLE I – NAME**

The name of the organization shall be the Red Clay Facilities Committee for the Red Clay Consolidated School District Board of Education.

**ARTICLE II – ORGANIZATION YEAR**

The organization year shall commence on September 1 and shall end on August 31.

**ARTICLE III – PURPOSE**

The purpose of the organization shall be to provide an organized structure that will assist the Red Clay Consolidated School District Board of Education with facilities oversight and ensure community involvement in Red Clay's facility plans. The Committee will:

1. Monitor facilities projects and their relationship to the various facilities budgets;
2. Provide affirmation/verification of the prioritization of projects, changes to the scope of major capital improvement projects, and long range facilities plans of the Red Clay School Board;
3. Provide a medium for the dissemination of facilities information and materials to the community relative to Red Clay School District and its long range facilities plans.;
4. Provide consultation and guidance to the Red Clay School Board on matters relating to minor and major capital improvement projects and perform other review and recommendation functions as directed by the Board.

**ARTICLE IV – MEMBERSHIP**

**SECTION 1 – Eligibility**

Membership is only open to appointments made by the Red Clay Consolidated School District Board of Education which include Community Representatives who reside in Red Clay Consolidated School District, Red Clay Education Association representatives; Red Clay Consolidated School District Representatives; and Board of Education members.

**SECTION 2 – Establishment of Membership**

Membership on the Committee shall become effective upon approval of the Red Clay Consolidated School District Board of Education.

The committee shall be comprised of:

Two board of education members

One RCEA member

One AFSCME Local 218 ~~of Council 81~~ member

~~One~~ Up to Four Red Clay Building Administrators

Three - Five community members

### SECTION 3 – Terms

Members shall be appointed to a three year term and length of membership shall be limited to two (2) three year terms with the exception of the two board of education members.

Board of Education members shall be appointed by the board of education at each July's organizational meeting when other board committee memberships are appointed.

Community Representatives shall serve a three year term and be eligible for subsequent terms. The RCEA and AFSCME Representatives shall be appointed yearly by the respective organizations.

### SECTION 4 – Voting

Each Community representative, Red Clay Education Association (RCEA) representative and each Board of Education member shall be entitled to one vote in any matters presented to the membership for a vote.

## ARTICLE V – OFFICERS

### SECTION 1 – Eligibility

The Assistant Superintendent for District Operations will serve as the chairperson of the committee and will be responsible for determining agendas with committee input, and running the meetings.

### SECTION 2 – Vacancies

Vacancies occurring in the membership of the Facility Committee from whatever cause arising shall be presented to the Red Clay Consolidated School Board of Education for appointment of a new member to fill the unexpired term.

## ARTICLE VI – COMMITTEES

### SECTION 1 – Eligibility

Any member in good standing, or individual eligible to be a member, shall be eligible to participate on a committee.

### SECTION 2 – Committees

Ad hoc Committees shall be formed when deemed necessary by the Chair.

### SECTION 3 – Appointment

Ad hoc Committee Chairpersons shall be appointed by the Chair of the Facilities Committee.

### SECTION 4 - Term

Ad hoc Committee Chairpersons will serve until the chairperson abolishes the Ad Hoc Committee.

### SECTION 5 – Vacancies

If any chairpersonship becomes vacant, the Chair shall appoint a replacement for the duration of Ad hoc committee.

### SECTION 6 – Responsibilities

All chairpersons shall be responsible for the formation of their committees. All committees should include a chairperson and a minimum of two members and should be representative of the membership. Chairpersons shall attend all Facility Committee meetings and submit reports as necessary to the Chair.

## ARTICLE VII – MEETINGS

### SECTION 1 – Facility Committee Meetings

Meetings shall be held each month of the year, but may be cancelled by a vote of the committee at the preceding meeting, or by the chairperson in the case of a limited agenda.

### SECTION 2 – Meetings

Meetings shall be publicized to the general public. The Committee shall determine the site and agenda.

- Special Meetings of Members – Special meetings of members may be called at any time by the Chairperson or by a majority of the Committee.

### SECTION 2 – Quorum

Two-thirds of the membership shall constitute a quorum at any Facilities Committee meeting. Decisions shall be made by a majority of the members present.

## ARTICLE VIII – AMENDMENTS

### SECTION 1 – Proposal

Any active member may purpose to alter, amend, or repeal any part of the bylaws by submitting the proposed revision to the chairperson.

#### SECTION 2 – Notice

The chairperson shall mail notice of the proposed revision of the bylaws to all members at least fourteen (14) days in advance of the next regular or special meeting of the organization. An absentee ballot is to be sent out with the written notice.

#### SECTION 3 – Vote Required

The affirmative vote of a majority of the active members present and voting at any regular or special meeting shall be required to enact a revision of the bylaws.