

Douglas County School
District Re. 1
LONG RANGE PLANNING
COMMITTEE Bylaws

PART I: GOALS

A. Continually analyze community population change and trend data, evaluate population impacts on District education and support facilities, collect community feedback and recommend appropriate actions to the Board of Education regarding school attendance boundaries, facility usage (including facility construction, renovation or closure) and anticipated capital outlay requirements.

B. Annually present rolling Multi-Year Capital Facility Plans to the Board of Education, with recommendations for specific projects that may be needed in the next six years.

C. Upon request from the Board, assess site feasibility for specific proposed uses by evaluating community impacts, collecting community feedback and making appropriate recommendations regarding how a site could be used.

PART II: MEMBERSHIP

A. VOTING MEMBERS

There shall be two (2) residents for each of the high school feeder areas drawn from the high school feeder area planning area, with a preference for residents from their assigned high school feeder area, two (2) charter school representatives, plus two (2) at large resident members, nominated by the LRPC and selected by the Board.

B. NON-VOTING MEMBERS

There will also be two (2) non-voting members representing District administration (a secondary school representative and an elementary school representative), selected by the Superintendent or his/her designee.

A representative of the development community shall be nominated by the LRPC as a non-voting member and selected by the Board. The development community member must be either a homebuilder or developer with an active project within the District's boundaries, and preferably a resident of the School District.

A representative of the Douglas County student body may be nominated by the LRPC as a non-voting member and selected by the Board. The student body member must be a student attending a Douglas County District High School and preferably a resident of the School District. The student body representative shall serve a one year term. The LRPC shall establish an application process for said Student Body member.

There shall be a minimum of five ex-officio, non-voting members in this category:

- Secondary School representative
- Elementary School representative
- Development Community representative

- Director of Planning
- Director of Construction

C. ADDITIONS TO MEMBERSHIP

Addition of a new high school feeder area to the District will allow the Board to select two additional resident members. These new members will be selected, from the appropriate planning area, during the member selection period one year prior to the scheduled opening date of the new high school. After the new feeder boundary has been established by the Board of Education, adjustments may be made to the LRPC membership to ensure adequate representation for all feeder areas.

PART III: TERMS OF SERVICE

A. General

Voting member term of service shall be three years, beginning on July 1, and continuing to June 30, of any given year. Each renewal of a 3-year term shall be nominated by a simple majority of voting members in attendance at a regular LRPC meeting (quorum required). Nominations for renewal shall be forwarded to the Board of Education for approval.

B. Vacancies

Vacancies shall be filled by the Board. In the event a vacancy occurs and there are no qualified applicants from the respective high school feeder area, the LRPC may nominate, and the Board may appoint, a candidate from the planning area in which the vacancy exists.

C. Time of Appointment

Members of the LRPC shall be nominated by the LRPC for appointment by the Board of Education in June of each year, or at other times as are necessary to complete terms and fill vacancies as they occur. The LRPC shall select a membership subcommittee of not less than three (3) committee members, the Board of Education liaison to the LRPC, and the Director of Planning or designee to interview potential candidates who shall apply for consideration after appropriate notice of vacancy has been given through the local media and school publications. The terms of office shall be staggered by making appointments so that approximately one third of the members' terms expire each year.

D. Attendance Obligations

The voting members of the LRPC are expected to attend all regular and special meetings of the Committee. Should a member be absent from three regular meetings, without giving advance notification of their absence in a given term year, that member may be removed from the LRPC in accordance with the procedure set forth below, and a replacement shall be appointed by the LRPC for the balance of the term. The Director of Planning may contact a member in writing after the second unreported absence and report back to the LRPC. The LRPC can make exceptions to the dismissal policy.

E. Removal.

Any LRPC member shall be removed upon a conviction, deferred sentence, plea of guilty, or

plea of nolo contendere to any offense that constitutes any felony or a misdemeanor crime involving unlawful sexual behavior or unlawful behavior involving children. Any LRPC member may also be removed for failure to attend three consecutive meetings without excuse or for reasons deemed sufficient, including but not limited to, violation of the LRPC Code of Ethics and Conduct, by a three-fourths majority of the LRPC's voting members, not including the member who is subject to the removal vote. Because they are appointed by and serve at the pleasure of the Board, LRPC members are subject to removal, with or without cause, upon the recommendation of a member of the Board and a majority vote of the Board.

PART IV: OFFICERS

The LRPC shall elect from its voting membership a chairperson and a vice-chairperson in the September meeting of each year. Other positions may be created by the LRPC as needed. A simple majority vote is required to elect officers. The term of elected officers shall be one (1) year.

PART V: MEETINGS

A. Regular Meetings

Regular meetings of the LRPC shall be held on the first (1st) Wednesday of each month at a time and location to be determined by the membership. Schedule changes can be approved with a majority vote.

B. Special Meetings

Special meetings may be called for at the request of the LRPC chairperson or the Director of Planning.

C. Compliance with Colorado's Open Meetings Law: All meetings shall be open to the public with meeting time and location posted in compliance with Colorado's open meetings law, C.R.S. §§ 24-6-401 et seq. Additionally, minutes of any meeting shall be open to public inspection in accordance with Colorado's open meetings law, C.R.S. §§24-6-401 et seq.

PART VI: VOTING

A. Quorum

A quorum shall be a simple majority of the current voting membership in order to have an official meeting of the committee

B. Majority Vote

A majority vote of the quorum is required.

C. Tie Vote

In case of a tie vote, the motion being voted upon shall be deemed to have failed.

PART VII: HISTORY

The Long Range Planning Committee (LRPC) was created by the Board of Education in 1983 to evaluate growth trends within the District and to make recommendations to the Board of Education on the utilizations of existing facilities, remodeling, construction of new facilities

and assistance in planning for capital reserve projects.

In 2003, under Policy Governance, the committee's role was changed to make recommendations to District administration for approval.

On May 17, 2005, the Board of Education unanimously voted to formally recognize the Long Range Planning Committee as a committee of the Board.

PART VIII: AMENDMENTS

A. Articles Not Subject to Amendment. These Bylaws may not be amended, repealed, or altered except by action and approval by the Board.

B. Proposals for Additional Articles and Amendments. Proposals for additional articles and amendments to these Bylaws may be made by the LRPC, subject to the following procedures and limitations:

1. Proposed additions or amendments must not conflict with Parts I through VII of these Bylaws and must comply with all other policies established by the District.
2. Subject to the above, an addition to, amendment, repeal, or alteration of the Bylaws may be proposed at any regular meeting or special meeting of the LRPC.
4. To be effective, proposed additions or amendments must be approved by the Board.

Effective: January 1, 1987

Updated: August 1988

Updated: November 1989

Updated: March 1997

Updated: September 1999

Updated: April 2002

Updated: August 2003

Updated: November 2003

Updated: May 17, 2005

Updated: August 2005

Updated: December 2005

Updated: May 2007

Updated: April 20, 2010

Updated: October 21, 2014

Updated: April 19, 2016