



Surplus Property 7-11 Advisory Committee Applicant Packet

The San Mateo County Board of Education (Governing Board) is establishing an advisory committee to advise the SMCOE and the Board of Education in connection with the development of policies and procedures governing the sale or lease of surplus real property owned by the SMCOE ("7-11 Advisory Committee"). The Board invites all interested community members to apply for membership on the 7-11 Advisory Committee.

Who can be members of the 7-11 Advisory Committee?

As required by Education Code Section 17387-17391, the 7-11 Advisory Committee shall consist of no fewer than seven (7) and no more than eleven (11) members, who must be representative of each of the following:

- The ethnic, age group, and socioeconomic composition of the District
- The business community, such as store owners, managers, or supervisors
- Landowners or renters, with preference to be given to representatives of neighborhood associations
- Teachers
- Administrators
- Parents/guardians of students
- Persons with expertise in environmental, legal, construction, and/or land use planning, including, but not limited to, knowledge of the zoning and other land use restrictions of the cities and counties in which the surplus property is located

What will the 7-11 Advisory Committee do?

The purpose of the 7-11 Advisory Committee is to advise the Board of Education, based on community input, regarding the use or disposition of school buildings, space, or property that is not needed for school purposes (Education Code Section 17388).

How often will the 7-11 Advisory Committee meet?

The 7-11 Advisory Committee will meet three to four times, or as needed, to complete its review and recommendations to the Governing Board. Meeting dates will be established once members are identified.

How will the 7-11 Advisory Committee members be selected?

The SMCOE will create a selection committee, which will review the applications and make recommendations to the Board of Education that meet the statutory requirements for composition of the 7-11 Advisory Committee and other factors. Such other factors will include, among other possible factors, each applicant's professional and/or practical experience, each applicant's recognition in or contributions to the community, the diversity of experience on the 7-11 Advisory Committee as a whole, and representation on the 7-11 Advisory Committee of the various communities within the District. The Governing Board will appoint the members of the 7-11 Advisory Committee after considering all of those factors and the selection committee's recommendations. Appointment is expected to be approved at the February 20, 2019 Governing Board Meeting.

What else should the applicant know?

As a member of the 7-11 Advisory Committee, an individual may be subject to the Government Code Section 1090 prohibition against financial interests in any contracts of the SMCOE, if the individual participates in the making of such contracts. In addition, members of the 7-11 Advisory Committee may also be subject to the general prohibition against conflicts of interests set forth in the Political Reform Act of 1974.

All meetings of the 7-11 Advisory Committee will be open to the public and will be subject to the open meeting laws of the Brown Act. All documents and reports received or published by the Committee will be a matter of public record.

The SMCOE will provide the 7-11 Advisory Committee with a meeting room, administrative support, and sufficient resources to prepare the committee reports.



Surplus Property 7-11 Advisory Committee Application

Each person desiring to apply for membership on the 7-11 Advisory Committee being established by the San Mateo County Board of Education should complete and submit this application form, as described below. If you have any questions or need assistance, please contact Denise Porterfield, dporterfield@smcoe.org or 650-802-5511.

Applicant Information

Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Email: _____
including area code

Employer: _____ Position: _____

Membership Categories (check all that apply)

- Representative of district ethnic, age group or socioeconomic composition
- Business community member

Please specify: _____

- Landowner or renter
- Teacher
- School Administrator
- Parents of student(s) School/School District: _____
- Expertise in environmental impact, legal contracts, building codes, and land use planning

Please specify:

Reasons for Applying

Why are you interested in serving on the 7-11 Advisory Committee?

Please identify any considerations or other information you would like the SMCOE to know about your ability to serve on the 7-11 Advisory Committee. Examples include work or educational experience, experience with financial matters or construction, or other committees or boards you have served on.

Submission of Application

The completed application (and optional resume) must be submitted to:

San Mateo County Office of Education
Surplus Property 7-11 Advisory Committee
Attention: Denise Porterfield, Deputy Superintendent, Business Services
101 Twin Dolphin Dr.
Redwood City, CA 94065

The deadline for filing an application is 4:00 p.m. on Monday, February 11, 2019.