

**CHARTER OF THE  
BREVARD COUNTY PUBLIC SCHOOLS  
INDEPENDENT CITIZENS COMMITTEE FOR MILLAGE OVERSIGHT**

WHEREAS, The School Board of Brevard County, Florida, a corporate body existing under the laws of the State of Florida (the "School Board") has, pursuant to Florida law, the power and authority to determine policies and programs deemed necessary by it for the efficient operation and general improvement of the district school system; and

WHEREAS, The School Board recognized the need for an independent referendum committee to provide oversight to ensure proper fiscal stewardship of operating funds provided by the Election approving a one-mill increase in the school ad valorem tax as provided by Section 1001.73(2) of the Florida Statutes and future extensions of additional millage.

WHEREAS, The School Board wishes to confirm and clarify the powers, duties, responsibilities and procedures of this committee;

NOW THEREFORE, the School Board formally acknowledges the following Charter:

**ARTICLE I: NAME**

The committee shall be officially known as the **INDEPENDENT CITIZENS COMMITTEE FOR MILLAGE OVERSIGHT (ICCMO)**.

**ARTICLE II: PURPOSE**

ICCMO shall provide general oversight of the operating expenditures made through funds generated by the one (1.0) mill ad valorem millage approved for Employee Compensation, Student Program Development, access, expansion and/or support, Technology Advancement of the Classroom of the Future Initiative and Charter School's proportionate share based on enrollment. ICCMO does this through reviewing the expenditures for compliance with the terms of the referendum language. ICCMO does not direct or recommend how the funds are to be expended. The key focus of the ICCMO is to ensure that one hundred percent of the School Board's proceeds are expended only for the purposes set forth in the ballot measure. Additionally, the ICCMO will report to the Board and Superintendent, which will include, but not limited to a statement indicating whether the District is following the requirements of the ballot measure, and a summary of the Committee's proceedings and activities. The ICCMO will increase the visibility of the work and transparency while building community support and trust.

**ARTICLE III: TERM OF EXISTENCE**

1. Consistent with the referendum measure, this Charter shall remain in effect until all proceeds of the referendum approved by the voters on November 8, 2022, have been expended and accounted for consistent with the referendum measure. The Committee's

Charter may be automatically extended to any future levies of operating millage pursuant to Section 1011.71(9), Florida Statutes.

#### **ARTICLE IV: POWERS, DUTIES AND RESPONSIBILITIES**

It shall be the responsibility of the ICCMO to provide the School Board and the community the proper financial stewardship that will ensure one hundred percent of the School Board's proceeds are expended only for the purposes set forth in the ballot measure. The ICCMO shall be guided by the following as they engage in this oversight responsibility:

1. ICCMO is authorized to research, interview, and investigate as necessary to fulfill its duties and responsibilities as stated herein.
2. ICCMO shall work cooperatively with the School Board, the Superintendent, and its respective employees to accomplish its goals and objectives.
3. ICCMO shall not have the authority to make any decisions on behalf of the School Board, nor shall it make or implement policy.
4. ICCMO shall comply with the School Board's policies regarding non-discrimination.
5. ICCMO shall provide written reports and verbal presentations which shall include, but not be limited to a statement indicating whether the District is in compliance with the requirements of the ballot measure, and a summary of the Committee's proceedings and activities not less than once each year. Such reports and presentations shall be provided publicly at a regular or special School Board meeting and shall be presented to the Audit Committee.
6. ICCMO shall have no responsibility for or involvement in the collective bargaining process. ICCMO also shall have no oversight of the District's collective bargaining process
7. ICCMO shall establish a method to collect public feedback regarding the oversight process.
8. ICCMO may request an independent audit as required.

#### **ARTICLE V: RESPONSIBILITIES OF THE SCHOOL BOARD**

1. For the purposes of this Charter, the term "School Board" shall include the elected members of the School Board, the Superintendent and/or the staff employed by the School District, as appropriate.
2. The School Board shall provide to the ICCMO a minimum of quarterly basis reports in electronic formats (with hard copies on request) with all relevant information pertaining to the use of the proceeds. Such information shall include cumulative revenue, allocations, encumbrances, and expenditures of funds by school and project, status of programs, audit

reports, modifications to the plan, use of unallocated funds and any other information relevant for thorough review of the proceeds.

3. The School Board shall provide ICCMO with work and meeting space, supplies, and staff assistance for ICCMO to fulfill its duties and responsibilities.

## **ARTICLE VI: MEMBERSHIP**

1. ICCMO shall be comprised of no less than five (5) and no more than eleven (11) members.
2. ICCMO Members shall be residents of Brevard County who have expertise in fields relating to the purpose of the millage. School Board members or current employees of the School Board shall not be members of ICCMO. No member with a conflict of interest as defined in the Florida Public Employee Ethics Code Chapter 112part III, inclusive of Section 112.313 F.S. shall be approved as a member of ICCMO or continue to serve on ICCMO.
3. Members shall serve terms of four (4) years, starting on July 1, 2023 through June 30, 2027. A member may serve for multiple terms, if approved by the School Board. Replacement ICCMO members shall be selected, consistent with this Charter, by the existing members and recommended to the School Board for approval to serve the remainder of the four year term of the individual they are replacing. Should the millage be renewed, the School Board will determine how to handle the renewal of the committee but may simply create additional four year terms based on each renewal sought and approved by the voters.
4. Members shall volunteer their services and shall not be compensated for their services in any manner. The School Board may, at its sole discretion, reimburse a member's out of pocket expenses reasonably incurred in the performance of their duties as an ICCMO member, in accordance with the normal reimbursement policies and procedures of the School Board.
5. Members shall endeavor to avoid any situation that might give rise to a conflict of interest with respect to their participation on ICCMO and shall promptly notify the Superintendent upon becoming aware of any such conflict or potential conflict. Members shall contact the School Board if, during their service as a member of ICCMO, a prerequisite for ICCMO service is no longer met by the member. A member may be removed by a majority vote of the School Board.

## **ARTICLE VII: OFFICERS**

1. The officers of the ICCMO shall consist of a Chairman, Vice Chairman, Secretary and Treasurer. The officers shall be members of ICCMO and shall be elected for a one (1) year

term by a majority of the then current ICCMO members at the first regular meeting of each fiscal year. Officers may serve consecutive terms with no limit to the number of terms.

2. Chairman: The Chairman shall preside over the meetings of ICCMO and may establish sub-committees to undertake activities on behalf of ICCMO. Any sub-committees established shall operate according to Chapter 286, F.S. (Florida's Sunshine Law). The Chairman shall have the authority to call regular and special meetings of ICCMO. The Chairman, or designee, shall be the official spokesman for ICCMO.
3. Vice Chairman: In the absence of the Chairman, or in the event of the Chairman's inability or refusal to act as determined by a majority vote of ICCMO, the Vice Chairman shall perform the duties of the Chairman, and when so acting shall have all the duties of, and be subject to all the restrictions upon, the Chairman. The Vice Chairman shall perform such other duties as may be assigned by the Chairman.
4. Treasurer: The Treasurer shall ensure that ICCMO prepares annual financial reports for the School Board.
5. Secretary: The Secretary shall be responsible for maintaining minutes and records of ICCMO.

#### **ARTICLE VIII: MEETINGS**

1. ICCMO shall hold regular meetings at least four (4) times each year. Special additional meetings may be called by the ICCMO Chairman or the School Board. All meetings shall be held at such time, date and place as determined by the ICCMO Chairman, or by the School Board Chairman for the meetings called by the School Board Chairman.
2. Any ICCMO meeting shall be publicly noticed according to Chapter 286, F.S. (Florida's Sunshine Law).
3. Meetings shall be conducted under Robert's Rules of Order. Procedures and policies of internal governance not specifically stated herein shall be established by the members.
4. The physical presence of a majority of the then current members shall constitute a quorum. Once a quorum is established members may appear by phone or internet, should the ICCMO allow remote appearance. ICCMO should discuss and determine whether it will allow remote appearance at its initial meeting so that a consistent approach is taken during its term. There shall be no voting by proxy.
5. Members shall recuse themselves from a vote on any matter where a conflict of interest may exist which might affect their impartial evaluation of the matter under consideration.
6. Minutes shall be taken at each meeting. All meeting minutes shall be reviewed and approved by a majority of the members prior to being submitted to the School Board. The

School Board shall archive and publish the meeting minutes as required by law and School Board policy.

7. ICCMO, its sub-committees and the members of ICCMO shall comply with Chapter 286, F.S. (Florida's Sunshine Law) and Chapter 119, F.S. (Florida's Public Records Act). Meetings may be audio and/or video recorded.

**ARTICLE IX: AMENDMENT**

The School Board shall have the authority to amend this Charter, from time to time.

**ARTICLE X: ACKNOWLEDGEMENT**

IN WITNESS WHEREOF, the School Board, by and through the undersigned, acknowledges its approval of this Charter on the 14 day of May 2024.

**THE SCHOOL BOARD OF BREVARD COUNTY, FLORIDA**

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Megan Wright, Chairperson

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Dr. Mark Rendell, Superintendent