



## **Application Process, Selection Criteria, and Application Materials**

### **San José Unified School District**

#### **Asset Management Advisory Committee (7-11 Committee)**

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##### **Overview of the Asset Management Advisory Committee**

The San Jose Unified School District (“**District**”) is seeking qualified, interested individuals to serve on the District’s Asset Management Advisory Committee (“**Committee**”).

On June 11, 2026, the District’s Governing Board (“**Board**”) approved Resolution 2026-06-11-03, forming the Committee pursuant to Education Code sections 17387 et seq. The role of the Committee is to advise and provide recommendations to the Board regarding the disposition and/or use of District-owned real properties (“**Properties**”) as detailed in the Resolution.

##### *Committee Responsibilities*

Pursuant to Education Code sections 17387, et seq., the Committee shall:

- Review the expected utilization, projected District enrollment, and other data as provided by the District to determine the amount of surplus space and real property.
- Establish a priority list of use of surplus space and real property that will be acceptable to the community.
- Cause to have circulated throughout the attendance area a priority list of surplus space and real property and provide for hearings of community input to the Committee on acceptable usage of space and real property, including the sale or lease of surplus real property for child care development purposes pursuant to Education Code Section 17458.
- Make a final determination of limits of tolerance of use of space and real property.
- Forward to the Board a report recommending usage of surplus space and real property.

##### *Committee Composition*

The Committee shall consist of at least seven (7) members, but no more than eleven (11) members, and based on the following criteria:

- a. One (1) member shall be of the ethnic, age group, and socioeconomic composition of the District.
- b. One (1) member shall be in the business community, such as store owners, managers, or supervisors.
- c. One (1) member shall be a landowner or renter, with preference given to representatives of neighborhood associations.

- d. One (1) member shall be a teacher in the District.
- e. One (1) member shall be an administrator in the District.
- f. One (1) member shall be a parent of a student in the District.
- g. One (1) member shall be a person with expertise in environmental impact, legal contracts, building codes, and land use planning, including, but not limited to, knowledge of the zoning and other land use restriction of the cities or cities and counties in which the Properties are located.

As set forth in the Bylaws, all members that are representative of the above categories a-g, with the exception of the business community representative category (category b), teacher category (category d) and the District administrator category (category e), must reside within District boundaries. The business represented by the business community representative category (category b) must be situated within the boundaries of the District.

#### *Time Commitment and Term*

Members of the Committee shall serve a term of two (2) years, and for no more than two (2) consecutive terms.

#### **Selection Criteria**

The Board will utilize a short-term ad hoc Board committee consistent pursuant to Board Bylaw 9130 to review applications and provide recommendations for Committee membership appointments to the Board. The short-term ad hoc Board committee will evaluate all applications as a group and shall select for the Board's approval members of the Committee that best meet the composition requirements of Education Code section 17387, et seq., and the membership requirements set forth in the Committee's Bylaws. In determining the Committee's membership, the short-term ad hoc Board committee will consider applicants' responses to the questions in the Application to ensure the Committee collectively best reflects a diversity of experiences, backgrounds, perspectives and expertise represented within the District's community. The Committee shall be constructed to offer experience-based insight and expertise relevant to the responsibilities of the Committee to the greatest extent possible.

#### **Application Process**

##### *Overview Session and Application*

Interested applicants must read the Bylaws and attend one of two virtual overview sessions that will cover the Committee's responsibilities, expectations of Committee members, Committee's Bylaws, and the application. The sessions will be simultaneously interpreted in Spanish. The date, time, and registration instructions for the overview sessions will be sent with the application. Interested applicants must attend one of the overview sessions to be considered for the Committee.

Interested applicants must complete the entire application and conflict of interest forms to be considered. The application will be reviewed in the overview sessions and is available in English and Spanish. The District reserves the right to verify all applicant information from all publicly available sources and will consider the accuracy and completeness of applicant information. Please call 408-535-6000 or email [superintendent@sjusd.org](mailto:superintendent@sjusd.org) if assistance registering for the session or completing the application is needed.

##### *Timeline*

Applications are due by September 4, 2026 at 5:00pm. The short-term ad hoc Board committee will review applications and make a recommendation to the Board of Education no later than the September 24, 2026 regularly scheduled Board of Education meeting. Applicants will be notified on September 21, 2026.



## Asset Management Advisory Committee Application

*(Note: this form is for Board approval only and the application will be sent in digital survey form if approved)*

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ City \_\_\_\_\_, Zip \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

1. Why are you interested in serving on the Committee?
2. Do you have any special area of expertise or experience that you think would be helpful to the Committee?
3. Describe your involvement, if any, with San José Unified School District or its schools.
4. Have you previously served as a member of any San José Unified district or school level committees?
  - a. Yes (if so, which committee and when)
  - b. No
5. Have you previously served as a member of any community or city committees?
  - a. Yes (if so, which committee and when)
  - b. No



6. I would be able to represent the following constituencies in the District: *(check all that apply)*

Parent/Guardian of Student enrolled in the District

*Name:* \_\_\_\_\_

*Student Number:* \_\_\_\_\_

*School Student Attends:* (drop down)

*District Resident Y/N* \_\_\_\_\_

Teacher in the District

*School:* (drop down)

Classified Employee in the District

*Position:* (drop down)

Administrator in the District

*School or Department:* (drop down)

Business Representative – Active in a business organization representing local business

*Organization:* \_\_\_\_\_

*District Resident Y/N* \_\_\_\_\_

Landowner or Renter in District

*Location:* \_\_\_\_\_

*District Resident Y/N* \_\_\_\_\_

District Composition (specific ethnic group, age group, or socioeconomic subgroup within the District)

\_\_\_\_\_

*District Resident Y/N* \_\_\_\_\_

Person of Expertise (experience in environmental impact, legal contracts, building codes, and land use planning, including, but not limited to knowledge of the zoning and other land use restriction of the cities or cities and counties in which the Properties are located)

\_\_\_\_\_

*District Resident Y/N* \_\_\_\_\_

7. Are you a vendor, contractor, employee, or consultant of the San José Unified School District?

a. Yes

b. No



8. Do you have any financial relationship, contractual relationship, or pending claim involving the District that could create a potential or actual conflict of interest in connection with your service on the Committee
  - a. Yes (if so, please describe)
  - b. No
  
9. Do you own any property within 1,000 feet of the properties that will be considered by the Committee (see Resolution 2026-06-11-03 for addresses)?
  - a. Yes (if so, please describe)
  - b. No
  
10. Are you available to attend committee meetings in person on weeknights?
  - a. Yes
  - b. No
  - c. Maybe
  
11. The Board of Education will appoint the initial Chair and Vice-Chair of the Committee. Are you interested in serving as the Chair or Vice-Chair of the Committee?
  - a. Yes
  - b. No
  
12. Please provide any additional information you feel should be considered as part of your application.
  
13. Please upload any additional documents you'd like to include with your application
  
14. I hereby certifies: (1) All answers and statements in this document are true and complete to the best of my knowledge; and (2) I represent that I have read, understand and agree to follow the attached Bylaws of the Committee.
  - a. Signature
  - b. Date

