



Responsibility Matrix



Key Groups in the Strategic Master Plan Implementation

Responsibility	Citizens Oversight Committee(C.O.C.)	Facilities Board Sub Committee	PUSD Facilities Staff
Overall Responsibility	C.O.C. ensures high level program and project oversight, Board reporting, and representation of community	<p>Facilities Sub Committee will review and vet all aspects of the Facilities Master Plan implementation and make recommendations to the School Board for decisions.</p> <p>Provides a forum for regular tracking and reporting of the Facilities Master Plan work;</p> <p>Is also charged with oversight of other facilities maintenance and operations on behalf of the Board.</p>	<p>Staff will drive the implementation of the Facilities Master Plan, Measure TT administration, and report to Facilities Sub Committee and C.O.C.</p> <p>Responsible for day-to-day management of the work.</p>
Outcomes	Ensures all Facilities Master Plan work is consistent with the Facilities Master Plan and the mission of PUSD	Ensures Transparency of the process, and good decisions along the way	<p>Ensures completion of the work on time and on budget;</p> <p>Meets Community and Board requirements for information.</p>
Coordination	A Board member will serve on C.O.C. as ex officio member	A member of C.O.C. will regularly attend Board Facilities Committee	Staff will regularly attend both C.O.C. and Facilities Committee