

# BOARD SUBCOMMITTEE PURPOSE STATEMENTS

## 2024



	PURPOSE STATEMENT	PRIMARY RESPONSIBILITIES
POLICY	The Board currently utilizes the services of NEOLA for policy development and guidance. The Policy Committee drafts new policies on a range of topics, revises existing policies, reviews existing and new policies for consistency in substance and format and makes recommendations for such changes to the full Board for approval.	<ul style="list-style-type: none"> <li>Evaluating and drafting of new policies as necessary</li> <li>Reviewing and revising of existing policies when necessary</li> <li>Comparing new and existing policies for consistency in substance and format</li> <li>Providing recommendations for policy changes to the full Board for approval consideration</li> </ul>
FINANCE	The Finance Committee functions as a conduit of information between the Board of Education and Administration. Activities result in recommendations to the entire Board for any appropriate action to maintain fiduciary responsibility for the organization.	<ul style="list-style-type: none"> <li>Reviewing audit activities in conjunction with the outside auditing firm and administration</li> <li>Participating in annual and long range budget planning with administration</li> <li>Reviewing all financial reporting on a regular basis</li> <li>Providing oversight and monitoring district financial operations</li> </ul>
SUPERINTENDENT EVALUATION	The Superintendent Evaluation provides an opportunity for open communication about performance expectations and feedback between the Superintendent and the Board of Education.	<ul style="list-style-type: none"> <li>Jointly establishing evaluation criteria on an annual basis</li> <li>Working with Superintendent to develop a timeline for a mid-year review to track the Superintendent's progress and make necessary changes to performance criteria, as needed; establish a similar timeline for a formal evaluation</li> <li>Providing an opportunity for candid, constructive feedback to Superintendent</li> <li>Conducting reviews and negotiating provisions of the Superintendent's contract when requested by either the Superintendent or the Board. At a minimum, review of the Superintendent's contract should be conducted biennially during the first half of even years.</li> </ul>
CURRICULUM	The Curriculum Committee recommends action to the Board of Education regarding curriculum and primary resources, and monitors student achievement, and supports overall teaching and learning.	<ul style="list-style-type: none"> <li>Review of policies related to curriculum, assessment, evaluation, promotion/retention and graduation</li> <li>Reviewing curriculum program changes</li> <li>Consideration and review of classroom textbooks and primary resources</li> <li>Review and Evaluation of Teaching and Learning strategic plan updates</li> <li>Monitoring the progress of pilot programs</li> </ul>
BOARD SELF-ASSESSMENT	The Board Self Assessment Committee establishes and executes a tool for assessing performance of the Board of Education. Results are shared with the Board and actions are taken to improve Board performance.	<ul style="list-style-type: none"> <li>Evaluating the Board's effectiveness and developing recommendations for improvement based on the results of the assessment</li> <li>Sharing the findings of the self assessment with the entire School Board</li> <li>Assist in organizing and monitoring the Board's activities for improvement throughout the school year and updating the Board as necessary</li> <li>Assist the Board in establishing recommendations and goals for professional development</li> <li>Lead an annual review of Board Operating Procedures</li> </ul>
LAMP OF LEARNING	The Lamp of Learning Committee recognizes and rewards students who have demonstrated exemplary achievement both in the classroom and in the community. This is accomplished via ceremonies recognizing student achievement and annual scholarships enabling further education.	<ul style="list-style-type: none"> <li>Reviewing award recognition criteria on an annual basis</li> <li>Overseeing and attending annual award ceremonies for the district's three middle schools and high school</li> <li>Promoting the Lamp of Learning scholarship program to students, families and local businesses</li> <li>Reviewing scholarship applications and selecting scholarship winners each year</li> <li>Determining sponsorship opportunities for the Lamp of Learning program; raising funds for scholarships and organization's awards ceremonies</li> </ul>