

Policy Type: Governance Process

Committee Structure

I. Board Committees

A committee is a Board committee only if its existence and charge come from the Board and its work is intended to support the Board's work, whether or not Board members serve on the committee. The only Board committees are those which are set forth in this policy. Unless otherwise stated or required by law, a committee ceases to exist as soon as its task is complete. To the extent permitted by law, the Superintendent or designee will be a member of all committees of the Board.

1. Preschool Council

A. Purpose:

- 1) To study and make recommendations to the Board with regard to preschool programs
- 2) To assist the district in implementing the preschool program
- 3) To develop and recommend plans for coordinating the preschool program with:
 - a) Extended day services for children participating in the program and their families in order to achieve increased efficiency in the services provided
 - b) Family support services for children participating in the program and their families
 - c) A program to train parents to provide teaching activities in the home prior to the entrance of their children in the preschool program
- 4) To define any additional student eligibility criteria
- 5) To develop a preschool program evaluation
- 6) To develop a training program for preschool program staff using all available community resources
- 7) To recommend to the school district a plan for the annual evaluation of the preschool program
- 8) To provide any other appropriate assistance to the school district in the implementation of the preschool program

B. Membership (appointed by the Superintendent): Membership on the council will include but not be limited to:

- 1) The Superintendent or designee.
- 2) Two parents of children in the preschool program appointed by the Superintendent.

- 3) One member of the business community appointed by the Superintendent.
- 4) Representatives of: The Department of Health; The Department of Social Services; county agency involved in job services and training; publicly-funded early childhood education agencies located in the school district; and privately funded child care centers located in the school district.

C. Authority: Advisory to the Board

2. District Accountability and Curriculum Committee

A. Purpose:

- 1) To measure the adequacy and efficiency of the district educational program and recommend strategies to achieve desired accreditation goals.
- 2) To make recommendations to the Board relative to the program of accountability.
- 3) To make recommendations to the Board regarding district goals and objectives and plans to improve and measure educational achievement, measure and maximize graduation rates and increase the ratings for each school's accreditation category.
- 4) To make recommendations to the Board relative to priorities for expenditures of district funds after first reviewing each school building's goals and objectives, plan and prioritization of expenditures, and consulting with each school accountability committee.
- 5) To determine areas of study cooperatively with the Board at least annually.
- 6) To review curriculum and course offerings, and make recommendations to strengthen all aspects of curriculum and instruction.

B. Membership: Members of the committee will be appointed by the Board: The Board will strive to have a balance of membership on the committee consistent with the district's racial/ethnic proportions as follows:

- 1) At least three parents of students enrolled in the District schools who are not employees or related to employees of the district, and who serve on each of the following: TES, TIMS or THS Accountability Committees.
- 2) At least three teachers.
- 3) Superintendent and school principals
- 4) One person from the community who is involved in business
- 5) President of the School Board or designee.

C. Authority: Advisory to the Board.

D. Meets Quarterly with the final meeting (May) as a Linkage with the School Board.

3. Long Range Planning

- a. Purpose: To provide overall advisement on the district's long range facilities plan.

The Superintendent may establish sub-committees of LRP as needed.

- b. Membership: Administrators, Community Members (developers), Realtors, TEA Representative, Governmental Officials, and Board of Education members.
- c. Authority: Advisory to the Board.
- d. Term: Appointment by School Board for 2 year term. Meet at least three times a year.

4. Theater Advisory Committee

- a. Purpose: Review and make recommendations to the Board of Education and district administration as appropriate on programming, operating budgets, staffing and policies for non-district facility usage. Work with the district administration and Palm staff on fundraising, programming and rental subsidy review. Serve as community-stewards for annual fund contributions.
- b. Membership: Originally the management plan called for twelve members; at present there are eight designated seats (one Board of Education member, the district superintendent, district business manager, Lucky Star Foundation representative, Town Council/CCAASE representative, Mountain Village representative, TCAH representative, Executive Director of the Palm Theatre, and four at-large seats.
- c. Authority: Advisory to the Board.
- d. Term of Office – The plan recommends minimum rotation of members during this business plan cycle in order to provide stability and continuity during the institutional building process. In FY 10, the Board of Education will institute a rotational process for the community representative members of TAC whereby one-third of that group renews itself each year for a three-year term. No term limits are currently recommended.

5. Palm Arts Inc. (501c3)

- a. Membership: Five members - two School Board Members, one representative from Donors, one Theater Advisory Committee member, and Executive Director of Palm Theatre.
 - 1) As a Colorado registered non-profit organization, Palm Arts, Inc. will handle grants and donations that require 501c3 status for the Michael D. Palm Theatre.
 - 2) Palm Arts, Inc. will select Palm events that are suitable for liquor license sales and fields requests from outside organizations interested in liquor sales at the Palm. Recommendations will then be brought to the BOE for approval.
 - 3) If approved by the BOE, Palm Arts, Inc. will apply for liquor licenses for Palm events.
- b. Authority: Advisory to the Board
- c. Term of Office: two year terms, with a rotation beginning in 2011 following School Board Election

II. ADMINISTRATIVE ADVISORY COMMITTEES

The Board of Education of the Telluride R-1 School District encourages the participation of citizens of the district in decision-making processes. However, the legal responsibility for the decision-making in all matters of policy and operation rests with the Board. Appointments of citizens to administrative advisory committees shall be approved by the Superintendent. An advisory committee member shall be removed from office by the Superintendent if he/she does not attend three consecutive meetings unless the committee by resolution approves any additional absences or unless such absences are due to temporary disability or illness. In addition, the committee by majority vote may request the removal from office of any member. Such removal shall require subsequent Superintendent approval.

School and district level advisory committees that are required under federal and state programs shall be formed and shall function in accordance with the requirements pertaining to each specific federal or state program. The Board shall grant to those bodies the advisory responsibilities relevant to the planning, implementation and evaluation of such program or project as required by law.

At the discretion of the Board, Board members may be appointed to any of the following committees. These committees will be advisory to the Superintendent or designee for the purpose of strengthening comprehensive educational programs:

1. School Accountability Committees

- a. **Purpose:** To oversee the adequacy and efficiency of the school educational program, and make recommendations related to achieving accreditation goals, prioritization of expenditures of school moneys, determining whether decisions affecting the educational process are advancing or impeding student achievement, obtaining school grants, and school safety. Additionally, the committee will report to staff, parents, and the Board of Education concerning school performance and data as required by law.
- b. **Membership:** Eight members consisting of the school principal or designee, one teacher elected buy vote of all licensed professionals who provide instruction or have an office at the school, three parents or legal guardians of students enrolled in the school who are elected by a vote of the parents and legal guardians of students enrolled in the school, one adult member designated by an organization of the parents, teachers, and students recognized by the school, and a person from the community who is involved in business and who is appointed by the principal., and one Board of Education member
- c. **Authority:** Advisory to the principal.
- d. **Term and Meetings:** Members shall serve two-year terms, except that the teacher and two parents/guardians receiving the highest number of votes in the election shall serve three-year terms. Meetings shall be held at least quarterly.

2. Athletic Advisory Committee (CHSAA Rules)

Purpose: To oversee the athletic program program, and make recommendations to strengthen all aspects of extra curricular programs, and monitor the Wellness Policy.

- a. **Membership:** Coach (1), Parents (3), students (2), Principal, Athletic Director, and **one** Board of Education member.
 - b. **Authority: Advisory:** to the principal and Superintendent.
 - c. **Term:** Appointment by the Superintendent for two-year term. Meets monthly.
 - d. Monitor the Wellness Policy **annually**.
- 3. Student Achievement Data Committee**
- a. **Purpose:** To set district goals for student achievement based on a comprehensive analysis of assessment results.
 - b. **Membership:** District Assessment Coordinator, Parents (3), classroom teachers (3), Principals, and **Board of Education Member(s)**.
 - c. **Authority:** Advisory to the District Assessment Coordinator, Principals and Superintendent.
 - d. **Term:** Appointment by the Superintendent for two-year term. Meets at least two times a year (August, September).
- 4. Awareness Prevention Education for Excellence (APEX) Coalition**
- a. **Purpose:** The APEX Coalition, comprised of parents, educators, students and community leaders, seeks to empower Telluride's youth to make positive choices in their lives, believing that excellence does come naturally. Through community outreach efforts, education, and drug and alcohol free activities, the APEX helps children by providing them with the necessary assets to maximize their inherent potential, achieve excellence in their lives, and resist the pressure to engage in high-risk behaviors.
 - b. **Membership:** Representatives of community agencies (mental health, law enforcement, social services, San Miguel Resource Center, Parks and Recreation, parents, students, Drug and Alcohol Counselor , Principals, and Superintendent.
 - c. **Authority:** Advisory to the Superintendent and Principals.
 - d. **Term:** Representatives from community agencies are designated by agency, parents and students appointed by the Drug and Alcohol Counselor for two-year term. Meets every six weeks.
- 6. Technology/Vocational Committee**
- e. **Purpose:** To provide oversight and strategic planning for the **Vocational Program** and the use of technology funds to augment the curricular instructional and operational programs of the district.
 - f. **Membership:** Two Parents, two students, three technology staff, two teachers, Principals, Superintendent, one business community member, Vocational Coordinator/teacher, and one Board of Education Member.
 - g. **Authority:** Advisory to the District Technology Coordinator, Principals and Superintendent.
 - h. **Term:** Two-year term appointed by Superintendent. **Meetings shall be held at least quarterly.**

III.COMMUNITY GROUPS:

Community Groups that are neither appointed by the Board nor formed as required under federal or state programs are encouraged to offer suggestions and advice to the

Board in order to assist it in the decision-making process. The final responsibility for all decisions, however, rests with the Board of Education alone.

At the request of Community Groups, a Board Member or district liaison may be appointed to a Community Group. Examples of Community Groups include TCTV, Telluride Academy, the Ski and Snowboard Club, and CCASE.

Adopted: 2000

Board Revised/Approved: March 15, 2011

Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in November