

Sebastian Elementary School Committees Policy

[KRS 160.345(2)(c)2]

Purpose:

The Committee Policy of Sebastian Elementary School ensures equitable participation in the decision making process for teachers, parents and the school community as a whole.

A. The school council shall review and consider but not be limited to the following committees:

Curriculum and Instruction

Assessment and Planning

Budget

Professional Development

Staffing and Hiring

Governance

Technology

School Climate

B. Upon formation of the standing committees the following shall apply.

1. All interested persons shall be assigned membership to one of the standing committees.
2. The principal, by May 1 of each year, shall post a list of standing committees, as determined by the SBDM, in the school office. The principal shall, by May 1, distribute memoranda to teachers and parents inviting volunteers for appointment to the standing committees for the following August 1 to June 30 school year. Persons may volunteer for specific committee appointment by signing the appropriate list posted in the office, or by contacting the school secretary to request appointment to a committee.
3. The principal shall present unaltered committee sign-up sheets to the school council by no later than July 31, and the school council shall approve committee membership by no later than August 31. The school council shall attempt to assign all parents and teachers to committees they request, but the council reserves the right to approve all final assignments. Assignments will be posted in the school office subsequent to the council approval of the final assignments.
4. Each standing committee will have no less than 3 or more than 10 members. The principal shall be assigned as a member of all committees for which he/she volunteers.
5. Each committee shall assemble no later than Sept 1 to elect a chairperson and establish their regular monthly meeting date. The meeting date will be reported to the principal by the chair within 48 hours of the initial assembly so that the principal may compile a report of all regular meeting dates and report this schedule of meeting dates to the superintendent, faculty, parents, and local media requesting this notification. The schedule of meeting dates will be posted on the bulletin board in the foyer of the school.

6. Each standing committee will establish its own frequency of meetings, date of meetings, and agenda.

C. The school council may establish ad hoc committees to accept specific assignments at the discretion of the school council. Ad hoc committee formation shall be subject to the requirements listed in paragraphs 4 and 6 of this policy (with the exception of timelines). All other requirements for an ad hoc committee shall be established in the jurisdiction statement specifically created by the council for the ad hoc committee upon its creation.

This school council policy shall also be consistent with the applicable indicators from the Standards and Indicators for Schools Improvement.