

Appendix 8

Charter for ICCSD Governance Committee

PURPOSE:

The purpose of the ICCSD Governance Committee is to insure that the district governance policies remain current and relevant for providing direction to the Board and Superintendent in achieving the mission of the Iowa City Community School District.

ACCOUNTABILITY:

The committee will be accountable to the Board of Directors. Although the committee will be expected to identify changes needed as outlined in the responsibilities, all changes must be reviewed in regularly scheduled Board meetings and approved by the Board.

RESPONSIBILITIES:

1. To lead the process for continuously reviewing and renewing the district governance policies.
2. To assure that the Board and Superintendent 1) are adequately trained on the policies and their intent; and 2) follow the policies.
3. To assure that information is readily available to the public that explains the policies and their intent.
4. Orientation of newly elected directors and maintenance of a director orientation manual.

PROCESS:

Membership:

The committee will be renewed in the fall of each year. The committee will consist of three Board members. Ideally, the committee will include both experienced and new Board members. The membership intent is to 1) provide Board continuity; and 2) to educate new Board members about the governance process. The Superintendent will appoint from the administrative staff an ex officio member of the committee.

Meetings:

The committee will establish its meeting schedule.

Duration:

The committee will be a standing board committee.

Charter for ICCSD Communication Committee

PURPOSE:

The purpose of the ICCSD Communication Committee is foster board communication to and from the community.

ACCOUNTABILITY:

The committee will be accountable to the Board of Directors. Although the committee will be expected to make recommendations to the board concerning items outlined in the responsibilities, all actions must be reviewed in regularly scheduled Board meetings and approved by the Board.

RESPONSIBILITIES:

1. To facilitate discussions and public forums as needed
2. To facilitate the provision of news releases to the media regarding the board's focus
3. To educate the community regarding Board function and responsibilities including but not limited to a formal information session for potential Board candidates.
4. To provide input to the district's web site as needed

PROCESS:

Membership:

The committee will be renewed in the fall of each year. The committee will consist of three Board members. The Superintendent will appoint from the administrative staff an ex officio member of the committee.

Meetings:

The committee will establish its meeting schedule.

Duration:

The committee will be a standing board committee.

Charter for ICCSD Legislative Committee

PURPOSE:

The purpose of the ICCSD Legislative Committee is to advocate the interests of the board with legislative bodies and provide opportunities for communication between the board and legislators.

ACCOUNTABILITY:

The committee will be accountable to the Board of Directors. Although the committee will be expected to make recommendations to the board concerning items outlined in the responsibilities, all actions must be reviewed in regularly scheduled Board meetings and approved by the Board.

RESPONSIBILITIES:

1. To stay informed of current and upcoming legislation that affects the work of the board.
2. To have regular contact with legislators and schedule contact opportunities for the board as a whole.
3. To advocate the interests of the board with legislative bodies.
4. To provide updates to the board regarding Iowa Association of School Boards (IASB) and Urban Education Network (UEN) legislative priorities.
5. To provide a complete report of the legislative outcomes at the board meeting following the close of the legislative session.
6. Develop legislative priority recommendations.

PROCESS:

Membership:

The committee will be renewed in the fall of each year. The committee will consist of two to three Board members. The Superintendent will appoint from the administrative staff an ex officio member of the committee.

Meetings:

The committee will establish its meeting schedule.

Duration:

The committee will be a standing board committee.

Charter for ICCSD Finance Committee

PURPOSE:

The purpose of the ICCSD Finance Committee is to provide the Board with pertinent information and recommendations regarding district finances and the Board's role in oversight of budgetary issues.

ACCOUNTABILITY:

The committee will be accountable to the Board of Directors. Although the committee will be expected to perform the duties as outlined in the responsibilities, all Board financial decisions must be reviewed in regularly scheduled Board meetings and approved by the Board. The committee will not act to help or advise the staff or to conflict with authority delegated to the Superintendent by the Board.

RESPONSIBILITIES:

1. To lead the process for continuously reviewing the district's financial condition and processes.
2. To assist the Board in becoming adequately trained and informed regarding district financial issues.
3. To assist the Board in its role of providing financial oversight.
4. To assist the Board in providing information to the public regarding the district's financial condition and financial decisions.

PROCESS:

Membership:

The committee will be renewed in the fall of each year. The committee will consist of two to three Board members. The Superintendent will appoint from the administrative staff an ex officio member of the committee.

Meetings:

The committee will establish its meeting schedule.

Duration:

The committee will be a standing Board committee.