

**Board of Education Committee Structure
Board of Education
Wrightstown Community School District**

The Board of Education believes in order to maximize the effectiveness of board meetings, the board will utilize the committee structure to act in an advisory role to the Board. The committees will work with members of the administrative team to address the goals and areas of management with regard to policy review and development, negotiations, budget development and review, long-range planning, goal development and review, curriculum review and course adoption, as well as any ad hoc activities or opportunities.

Committee appointments are made at the organizational meeting in May. Efforts will be made to rotate membership on committees during a Board members term in office to allow for wide participation and understanding of Board activities and operations. The committee chair will report back to the entire board for discussion and endorsement of proposed actions and policies. Meeting summaries will be created and shared for communication purposes. All committee recommendations will come before the full Board for approval or ratification.

- Human Resource and Community Engagement Committee
 - Three board member representation
 - Staff development, performance review, calendar, handbook, job descriptions, and other Human Resource issues
- Finance and Facilities Committee
 - Three board member representation
 - Contract negotiations, budget review, long-range planning for budget, facilities, and grounds
- Goals and Policy Committee
 - Three board member representation
 - Review and update Board Policy manual
 - Develop first draft of annual board goals
- Curriculum and Student Achievement Committee
 - Three board member representation
 - Review proposed program and curriculum revisions

Approved: 3/17/2021

Reviewed:

Revised: 5/17/2023

Legal References: