



## The Academy Strategic Planning Committee Charter Policy

*Pursuing Truth, Wisdom, Excellence*

**Mission Statement:** The Academy serves our students to develop college ready, exemplary citizens by promoting excellence in academics, character and relationships.

### **Purpose:**

The purpose of the Strategic Planning Committee (SPC) is to prudently advise on the future by continuously facilitating the effective development, implementation, and management of The Academy Strategic Plan. The Committee is responsible for the coordination of the Strategic Planning process, oversight of the content, and to provide timely and appropriate recommendations to The Board.

### **Authority and Responsibilities:**

#### *Process*

Establish, review, and update the strategic planning process for approval by the board. Oversee the adoption of the strategic planning process amongst the appropriate parties including, but not limited to, Academy faculty, Academy committees, and other Academy teams.

#### *Oversight & Evaluation*

Consult with the Chief Executive Officer in the design, implementation and the oversight of execution of the Academy's Strategic Plan. Review status of key strategic initiatives on a periodic basis, including evaluation of performance of stated goals and objectives against which the Strategic Plan performance will be measured.

#### *Trusted Advisors*

Understand the relationship between strategic direction and operational performance. Regularly report on strategic direction and performance to the board. Consult with other Academy Committees to ascertain that, to the extent possible, their strategic direction and operational objectives are in alignment with the board approved strategic plan.

### **Organization:**

#### *Review of Charter*

This charter shall be reviewed and reassessed by the Strategic Planning committee at least annually, and any proposed changes shall be submitted to the board for approval.

#### *Membership/Structure*

The Strategic Planning committee shall consist of at least eight but no more than ten members, including ex official members. The committee shall have co-chairs: one being the CEO, one non-staff

committee member who shall be appointed by the board chair. At least one, but not more than two, of the committee must be board member/s. Committee members should have backgrounds in business, academics and/or strategic development.

*Staff Designee*

The chief executive and his/her designee shall be staffed to the Strategic Planning Committee.

*Meetings*

The Strategic Planning Committee shall convene a minimum of six times per year. Committee members may participate by teleconference.

*Agenda, Minutes, and Reports*

The chair, in collaboration with the staff designee, shall be responsible for establishing the agendas for meetings. An agenda, together with relevant materials, shall be sent to committee members at least five days in advance of the meeting. Minutes for all meetings shall be drafted by the meeting secretary designee, reviewed by the committee chair, and approved by committee members at the following meeting.

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**POLICY HISTORY**

This policy supersedes any previously existing policy of The Academy of Charter Schools pertaining to the content herein.

Board Chair Signature: \_\_\_\_\_

Date of Adoption: 8/28/17

