

Board Committees

The Board may create committees if they are deemed helpful to assist the Board in the performance of its responsibilities. If committees are established, they will be used exclusively to support the work of the Board as described in Policy GC-3, and will never be created or used to assist the Superintendent in any operational area.

1. Board committees and other such entities, by whatever name created by the Board, will not direct, advise, assist or oversee the staff. Committees customarily will prepare recommendations for Board consideration. Board committees will have no authority over staff, and may exercise demands on staff time and organizational resources only to the extent authorized in this policy.
2. Board committees may not speak or act for the Board. The responsibilities and authority of all Board committees are carefully stated in this policy to assure that committees fully understand their duties and extent of authority, and to assure that committee work will not usurp or conflict with the Board's own authority or conflict with authority delegated to the Superintendent.
3. All Board committees are considered to be ad hoc, or temporary. The date for their termination is listed for each committee. Committees may be renewed or reauthorized upon their expiration, but unless the Board acts to renew the committee's existence, it shall cease to exist upon the date specified.
4. Board committees may or may not include members of the Board.
5. All Board committees are listed below.

Board committees

Community Relations and Advocacy

Purpose/Charge: to support the work of the Board as defined in GC-3.2 & 3

1. Recommend new legislation and changes in current legislation.
2. Liaison with governmental agencies.
3. Communicate the district's position to appropriate representatives at the local, state and federal levels.
4. Develop and recommend to the Board a one-year linkage plan, including processes, dates, specific target groups and topics for dialog.
5. Coordinate all publication and marketing of linkage efforts for maximized attendance and participation.
6. Assume responsibility for linkage debriefing, compilation of results, and recommended application of information resulting in linkage discussions.
7. Coordinate all follow up contacts with any linkage participants to close the loop on information received, how it is or will be used to inform Board work, and providing avenue for participants to support Board and district efforts.
8. Coordinate the work of the committee with the overall work of the Governance Committee.
9. Design a strategic initiative to interact with community and business influentials in order to build their understanding, support and advocacy for the Board and district as key partners in the health and future of the West Fargo community.
10. Coordinate with consultants retained to support the Board in its work.

Membership:

1. Chair
2. Board Member
3. Board Member
4. Ex Officio: Board President

Reporting Schedule: Report to the Board as required or as otherwise requested by the Chair.

Term: Annual review by the Board at its organizational retreat.

Authority Over Resources: Staff and secretarial support, assigned by the Superintendent.

Governance

Purpose/Charge: to support the work of the Board as defined in GC-3.

1. Develop formats and processes for business meeting debriefing and board self-assessments on a regular and periodic basis.
2. Maintain a current one-year calendar of board work.
3. Develop proposed Board business meeting agendas and retreat agendas.
4. Review and recommend to the Board for final action all proposed policy amendments.
5. Coordinate periodic Board self-assessments against the GC and BSR policies.
6. Coordinate with Board governance consultants who have been retained to support the Board in its work.

Membership:

1. Chair:
2. Board Member:
3. Board Member:
4. Ex Officio: Board President

Reporting Schedule: As required or as otherwise requested by the chair.

Term: Annual review by the Board at its organizational retreat.

Authority Over Resources: Staff and secretarial support, assigned by the Superintendent.

Planning and Development

Purpose/Charge: discuss, study, and develop recommendations to the board regarding property and population issues in the school district.

Membership:

1. Board member
2. Board member
3. Board member
4. Ex Officio: Board President
5. Superintendent
6. Business Manager

Reporting Schedule: As required or as otherwise requested by the chair.

Term: annual review by the Board at its organizational retreat.

Authority Over Resources: Resources as needed assigned by the Superintendent.

Negotiations with Teachers

Purpose/Charge:

1. Assist the board and the staff to attract and retain the highest quality teachers possible within the parameters of available resources;
2. Represent the board at the table during negotiations with teachers;
3. Brief the board and receive input from them on parameters and negotiation strategy during executive sessions;
4. Coordinate and oversee negotiation workshops and training for the board and negotiations team;
5. Plan the mechanics of negotiations including dates time, locations and strategy;
6. Participate in professional development on negotiations with the teachers' team and from NDSBA, NSBA, etc.

Membership:

1. Board member
2. Board member
3. Board member
4. Ex Officio: Board President

Reporting Schedule: Meetings every other year as needed during the negotiation years.

Term: Annual review by the Board at its organizational retreat.

Authority Over Resources: Staff and secretarial support, assigned by the Superintendent.

Meet and Confer with Administrators

Purpose/Charge:

1. Assist the board and the staff to attract and retain the highest quality administrators possible within the parameters of available resources;
2. Represent the board during meet and confer sessions with administration;
3. Meet with and listen to the interests expressed by administration relative to compensation;
4. Review and analyze data regarding comparable compensation of administrative staff in the area;
5. Recommend to the board compensation packages for administration.

Membership:

1. Board member
2. Board member
3. Board member
4. Ex Officio: Board President

Reporting Schedule: Meeting to be held every other year.

Term: Annual review by the Board at its organizational retreat

Authority Over Resources: Staff and secretarial support, assigned by the Superintendent.

Meet and Confer with Classified Staff

Purpose/Charge:

1. Assist the board and the staff to attract and retain the highest quality classified staff possible within the parameters of available resources;
2. Represent the board during meet and confer sessions with classified staff;
3. Meet with and listen to the interests expressed by classified staff relative to compensation;
4. Review and analyze data regarding comparable compensation of classified staff in the area;
5. Recommend to the board compensation packages for classified staff.

Membership:

1. Board member
2. Board member
3. Board member
4. Ex Officio: Board President

Reporting Schedule: Meeting to be held every other year.

Term: Annual review by the Board at its winter retreat

Authority Over Resources: Staff and secretarial support, assigned by the Superintendent.

Adopted: 3/25/2013

Monitoring Method: Board self-assessment

Monitoring Frequency: September and annually at the Board's Organizational Retreat

West Fargo Public Schools