

# Committee Report

Ad hoc School Board Advisory  
Support Committee  
School Board Meeting  
May 2, 2024





# Essential Questions

- Do we provide appropriate guidance, governance and support to our Advisory Committees?
- Can standing Board committees improve Board functioning and efficiency?





# Ad hoc School Board Advisory Support Committee

- **Formed:** March 2021
- **Charge:** Evaluate and strengthen the relationship between the School Board and its advisory committees
- **Members:** Abdel Elnoubi, Ashley Simpson Baird, Michelle Rief
- **Policy Support:** Matt Smith



# Current Policies and Regulations

- BCE - School Board Committees
- BCF - Advisory Committees to the School Board
- BCF-R - School Board Advisory Committee Regulations
- BCF-R2 - Electronic Participation in Advisory Committees to the School Board Regulation
- BCFB - Bylaws for School Board Advisory Committees
- BCFC - Roles of the Staff and Board Liaisons to Advisory Committees



# Committee Work Phases

1. Separate the Board Committee and Advisory Committee policies and regulations
2. Revise the Advisory Committee Governance
3. Revise the Board Committee Governance



# Advisory Committees



# Advisory Committees Work

- Reviewed prior survey data from advisory committee members
- Conducted a listening session with current advisory committee chairs
- Identified areas of improvement
- Drafted revised policies, regulations, and supporting materials
- Gathered feedback from advisory committee chairs on drafts
- Revised drafts



# Findings

## Areas that are working well

- Resources provided to the advisory committees
- Partnerships with Board, Staff and other committees
- Providing recommendations





# Findings

## Areas of Opportunity

- Improved listening
- Improved recruitment, selection process, and onboarding
- Clear direction to the committees (perhaps a charter)
- Clear responsibilities for the board liaison
- Systematic opportunities for the committee to present findings and recommendations
- Recognition of advisory committee members



# Improvements

- Refined the purpose of advisory committees
- Documented and improved the application and appointment process
- Added an onboarding requirement
- Standardized the scope of work process
- Revised the recommendations process, including creating a template
- Created an Annual Calendar
- Refined the bylaws template



# Board Committees



# Board Committees Work

- Read and discussed books and articles on best practices in governance
- Reviewed Board key responsibilities
- Reviewed Board process to perform key responsibilities



# Board Committees Recommendations

- Create a Board Manual
- Establish three standing committees
  - Operational Excellence Committee
  - Governance Committee
  - Strategy and Accountability Committee
- All key Board functions assigned to one of the committees
- All Board members serve on a committee



# Operational Excellence Committee

Provides support and guidance to the full Board in the areas of:

- Stakeholder engagement;
- Advisory committees to the Board;
- Liaisons to City Boards and Commissions;
- Board / City Council relations;
- Agenda setting for Board meetings, retreats, and work sessions;
- Board development including onboarding of new Board members;
- Board self-evaluation;
- Student liaisons to the Board; and
- Evaluation of the Superintendent.



# Governance Committee

Provides support and guidance to the full Board in the areas of:

- Policy;
- Regulations;
- Board processes and procedures; and
- Division legislative priorities.

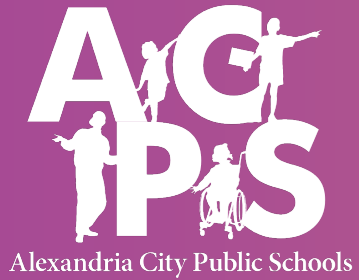


# Strategy and Accountability Committee

Provides support and guidance to the full Board in the areas of:

- Strategic Plan development, revision, and monitoring;
- Annual Board Areas of Focus;
- Budget;
- School capacity; and
- Monitoring the overall effectiveness and efficiency of the division.





# Questions?

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**Superintendent**

Dr. Melanie Kay-Wyatt

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