

B. Charter Board Governance and Operations
Policy B-603: Program Committee of the Board
Policy

The Program committee is commissioned by and responsible to the board of Directors. It has the responsibility for working with the Superintendent to review the education plan and the education results; presenting program recommendations to the board; monitor implementation of the program on a regular basis and recommend proposed revisions; recommend to the board appropriate policies for the management of the charter school's programs. The program committee shall be assisted by the Superintendent and the Principal.

Guidelines:

Appointments and Composition

1. Appointments of the chair and members of the program committee shall be made annually by the board in accordance with the by-laws.
2. The chair of this committee shall be the vice chair of the board of directors.
3. Other members of this committee shall be one director annually appointed by the board, subject to the conditions stated in the by-laws. The board chair shall serve as an ex officio member. It includes both the Superintendent and Principal, ex officio, in a non-voting capacity and, if available, a representative of the teaching staff.

Responsibilities

1. Provide general oversight of the charter school's programs. In collaboration with the Superintendent, reviews and recommends Annual Education Results Report.
2. Ensure the establishment of program standards. Also in collaboration with the Superintendent, develop and annually revise the three-year education plan.
3. Monitor compliance with such program standards.
4. Ensure that adequate systems exist to measure program performance and evaluate effectiveness in meeting approved objectives.
5. Generally, monitor the performance of programs against approved objectives. Review Provincial Achievement Test results.
6. Review complaints to ensure that approved procedures and standards have been followed.
7. Make recommendations to the board or management in regard to these matters.
8. Annually submit objectives as part of the planning and budgeting process.
9. Annually evaluate its work as a committee and the objectives it has committed itself to and report on same to the board of directors.
10. Report to the board of directors at regular meetings of the board in a manner determined by the board.

Approved (B-603): *March 08, 2015*

Revised:

Due for Revision: *January 2020*

Legal Reference: