

SPRING-FORD SCHOOL BOARD COMMITTEES

DATES, DESCRIPTIONS AND COMMITTEE MEMBERS

2016-2017

COMMUNITY RELATIONS COMMITTEE: Meets the 3rd Monday of the month, 6:30 p.m. at the High School

Members: Todd Wolf (*chairperson*), Joseph Ciresi, Colleen Zasowski

The Communication Relations Committee reviews and prioritizes the communication needs of the district. The primary outcomes and objectives of the Committee include:

- Openly communicate with the Board of Education to fully understand District-wide goals
 - Gather input from community patrons through community engagement and committee processes
 - Expand the district's commitment to foster productive community relations and parent involvement
 - Effectively communicate the positive aspects of school activities to the news media, parents, patrons and taxpayers
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CURRICULUM AND TECHNOLOGY COMMITTEE: Meets the 1st Tuesday of the month, 6:30 p.m. at the District Office

Members: Dawn Heine (*chairperson*), Dr. Edward Dressler, Kelly Spletzer

The Curriculum & Technology Committee functions as an advisory committee to the Board of School Directors and Administration regarding curriculum and technology matters. These matters will include, but not be limited to the following:

- Curriculum and Technology Goals and Evaluations
 - Priorities for Student Educational Experiences
 - Curriculum, Instruction, Assessment & Technology Policies and Effective Practices
 - Local, State and National Trends in Curriculum, Instruction, Assessment and Technology Implementation
 - Legislative Issues Impacting Curriculum, Instruction, Assessment and Technology in Education
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EXTRA-CURRICULAR COMMITTEE: Meets the 2nd Monday of the month, 6:30 p.m. at the District Office

Members: Thomas DiBello (*chairperson*), Mark Dehnert, Dawn Heine

The Extra-curricular Committee reviews and makes recommendations to the School Board regarding the offerings in athletics, fine arts, clubs, intramurals and other student programs. The committee meets with athletic directors, intramural coordinators, club advisors, fine arts directors and participating students to gain insight on the variety and quality of the current offerings. The committee makes recommendations to the School Board for changes, deletions or additions to the extra-curricular program.

FINANCE COMMITTEE: Meets the 2nd Tuesday of the month, 7:30 p.m. at the District Office

Members: Thomas DiBello (*chairperson*), Joseph Ciresi, Mark Dehnert, Kelly Spletzer

The Finance Committee oversees the preparation of the annual budget and the performance of the organization in meeting its budgeted revenues and expenses. Finance Committee members often receive regular reports on the organization's performance in meeting its budget and present that information to the full board. Additional tasks include:

- Report to the Board any Financial Irregularities, Concerns and Opportunities
- Insure that the District Follows Sound Accounting Procedures Based Upon State and Federal Recommendations
- Develop Financial Priorities and Guidelines (Such as Establishing a Reserve Fund or Obtain a Line of Credit for a Specified Amount)
- Review Monthly Financial Reports, Annual Audit Report, and Other Financial Documents in Order to Keep the Committee Informed and Literate on the Management of the Fiscal Operations of the School District
- Assist in the Education of the Full Board and the Public on Fiscal Matters of the District and About the Budgeting Process

PERSONNEL COMMITTEE: Meets as needed

Members: Bernard Pettit (*chairperson*), Mark Dehnert, Thomas DiBello

The Personnel Committee is composed of three Board Members appointed by the School Board President. Meetings are held on an as-needed basis. The functions of the Personnel Committee include assisting in the review and development of policies related to staff for board approval, reviewing new job descriptions, and reviewing staff salaries and benefits packages during Meet & Discuss and/or contract negotiations. The primary function of the Personnel Committee is to meet with the various employee groups within the district for Meet & Discuss and negotiations prior to the expiration of the various plans and contract.

POLICY COMMITTEE: Meets the 2nd Monday of the month, 7:30 p.m. at the District Office

Members: Kelly Spletzer (*chairperson*), Dawn Heine, Colleen Zasowski

The Policy Committee reviews and updates all of the district's policies relating to the School Board, district administration, business operations, personnel, students, instruction, and community relations to ensure consistency with the District Mission Statement and best practices. The committee also works with board counsel and other district professionals to monitor changes and trends affecting public education and considers new policies to deal with those changes. The committee also uses updates and recommended changes to policies from PSBA in an effort to maintain compliance. The committee makes policy recommendations to the full School Board.

PROPERTY COMMITTEE: Meets the 2nd Tuesday of the month, 6:30 p.m. at the District Office

Members: Clinton Jackson (*chairperson*), Mark Dehnert, Todd Wolf

The Property Committee reviews the operations of the school district's maintenance, grounds and buildings; recommends adjustments and modifications to the school district's maintenance and operations budget; analyzes legislative proposals; is involved in setting the annual capital outlay budget; recommends cost effective and efficient capital projects and initiatives for full School Board consideration.