TO: Bethel Board of Education

FROM: Larry Craybas, Chairman

DATE: January 23, 2014

SUBJECT: Committee Assignments 2014

POLICY
Chair - Melanie O'Brien
Vice-Chair -Nick Hoffman
Robin Renner
Stuart Carlsen
Alternate - Kristen Lacey

CURRICULUM, ASSESSMENT AND PROFESSIONAL PRACTICES
Chair - Robin Renner
Vice-Chair - Jennifer Ackerman
Scott Clayton
Melanie O'Brien
Alternate - Stuart Carlsen

RESOURCE MANAGEMENT AND BUSINESS OPERATIONS
Chair - Stuart Carlsen
Vice-Chair - Scott Clayton
Kristen Lacey
Nick Hoffman
Alternate - Melanie O'Brien

COMMUNITY OUTREACH, ALIGNMENT AND COMMUNICATION
Chair - Kristen Lacey
Vice-Chair - Will Duff
Jennifer Ackerman
Nick Hoffman
Alternate - Robin Renner

RECEIVED
2014 JAN 29 P 1:47
TOWN OF BETHEL
TOWN CLERK

Bethel Board of Education

"Our primary mission is to improve student achievement"

We Will:

- **Pursue continuous improvement in student achievement and seek exceptional learning opportunities for all students**
- **Improve the quality of instruction provided by all teachers while also striving to provide high quality, up-to-date, and challenging materials and technology**
- **Ensure that each school facility is a safe, secure and well-disciplined teaching and learning environment**
- **Actively engage all elements of the community (i.e. parents, community members, Town governance, businesses, etc) in the educational process**

Policy

Chair - Melanie O'Brien
Vice-Chair - Nick Hoffman

To Sustain Responsive Governance

Good governance ensures a strong organizational structure, guided by law and principle.

The ***Policy Committee*** is responsible for developing and updating educational and operational policy as guidance for Administrative action. This is done in consultation with the Board's legal counsel and the Administration. If required, the Committee advises and assists the Administration in the updating of Regulations which flow from Board Policies.

In light of the critical importance of student safety, and the Board's statutory obligations, the Policy Committee will annually review, revise as necessary and recommend for adoption the District Emergency Response Plan and Safe School Climate Plan

Curriculum, Assessment and Professional Practices

Chair - Robin Renner
Vice-Chair - Jennifer Ackerman

To Achieve Excellence In Curricula, Teaching Expertise, and Professional Development

The Board identifies improving student achievement as its primary mission.

The Board and the Administration work together on continuous improvement in the education program, and on realizing sustainable growth in student achievement. The Board is responsible for the ongoing evaluation of the school program against the goals and objectives set forth by the Board and by the State Board of Education.

The Board and the Superintendent set goals and the Administration devises strategies to deliver a challenging and relevant curricula to all students in order to sustain growth in student achievement. The ***Curriculum, Assessment and Professional Practices Committee*** appraises proposed curriculum and instructional changes, and examines student achievement results regularly, using key benchmarks and relevant performance metrics in order to gain insight into the needs of students, the sustainability of student achievement growth, and the efficacy of the District's instructional programs and teaching staff performance. The committee also critically examines all curriculum changes and approves textbooks. The committee supports continuous professional learning for all staff through Professional Learning Communities, professional development programming, and the teacher supervision and evaluation program.

Fundamentally, it is the committee's responsibility to fully understand the information found in the District's assessment data and to participate with the professional staff to further develop or sustain strong curricular and instructional programs at all grade levels responsive to the student achievement data as well as current educational research.

Resource Management and Business Operations

Chair - Stuart Carlsen
Vice-Chair - Scott Clayton

To Maintain Stable Financial and Educational Resource Support

Funding Certainty allows for advanced planning and builds trust within the community.

Funding certainty allows for advanced planning and builds trust within the community. The ***Resource Management and Business Operations Committee*** works in conjunction with the Superintendent of Schools and the District's Director of Fiscal Services to ensure the fiscal health of the Bethel school system. The focus of the Committee is to oversee the management of the resources needed to increase the District's capacity to lead and effectively teach, and for students to learn, achieve, master and succeed.

The school buildings and grounds are primary assets of the Town of Bethel. This committee will also be responsible for monitoring the condition and upkeep of school facilities working with the Supervisor of Facility Operations, the Director of Fiscal Services and the Superintendent of Schools. This supports the Board goal to insure "that the appearance, maintenance, and safety of our school buildings will mirror our educational values and the aspirations we hold for our children."

Additional responsibilities of this committee include: (a) monitoring the financial metrics to ensure that they are utilized effectively, efficiently, and equitably to grow student achievement; (b) work with the Superintendent of Schools and Director of Fiscal Services regarding the development of the District's annual budget; and (c) oversee the other functional business areas such as food service, transportation, and insurance.

Community Outreach, Alignment and Communication

Chair - Kristen Lacey
Vice-Chair - Will Duff

To Foster Active Community Engagment

One of the purposes of schooling is to build the strength of the community and to be the foundation of its social and economic growth.

The ***Community Outreach, Alignment and Communication Committee*** develops and executes a strategy to open multiple channels of communication between the Board and parents, taxpayers, Town governance, and the community's legislative representatives. It is primarily responsible for the alignment of all constituencies with regard to the District's continuous improvement goals. Additionally, with the Superintendent serving as its Advisor, the Committee, engages Bethel's legislative representatives to better prepare and educate them on how the needs of our School District can be more effectively and efficiently served by their legislative actions and decisions.

The responsibilities of this committee include: (a) developing and maintaining a system-wide engagement and communication plan; (b) monitoring of the effectiveness of communications, citizen involvement and community awareness of Bethel's schools, their goals and accomplishments; and (c) keeping abreast of current educational information and best practices relating to continuous improvement and student achievement.