The Board may consider motions from Board members for the establishment of ad hoc committees. Motions for ad hoc committees must contain a written proposed charter. When the Board determines that an ad hoc committee should be established, the Board must approve a charter for the committee prior to appointing members to the committee. Only motions that contain a written proposed charter submitted on this form will be reviewed and considered by the Board.

I. SUBMISSION REQUEST

1. Submission Information
   a. Date Submitted: 4/26/16
   b. Submitted by: Stephanie Love (District 3) and Miska Clay-Bibbs (District 7) (Commissioner’s Name and District)

II. EXPECTED DURATION

2. List the expected duration of the ad hoc: 1 year, renewable with a majority vote of the Board Members (Start and End Date)

III. PURPOSE AND RESPONSIBILITIES

3. List the purpose and responsibilities of the ad hoc committee below.
   a. Purpose: In support of the shared commitments stated in the Collaborative Agreement to Improve Education in Shelby County Schools, approved by the Shelby County Board of Education (Board) on January 26, 2016, the Compact Advisory Committee (Committee) shall collaborate on and make recommendations for the creation of a coherent set of strategies that ensures academic rigor and maximizes student learning at all levels by assisting in shaping district goals, policies, strategic planning and budgets in order to build a system of high performing public schools throughout the county by addressing the following:
      1. Support of accountability, transparency, and adequate and appropriate access to services and resources;
      2. Creation of strategic partnerships;
      3. Providing access to high quality school options/choice; and
4. Any other issues of mutual concern and joint opportunities identified.

(Briefly Summarize Purpose)

To engage in purposeful proactive collaboration to ensure that all children are well served in every school in the county.

b. Responsibilities: The Committee is responsible for providing reports and recommendations pertaining to the items addressed in the Purpose and in accordance with the provisions outlined in Section V below.

(List Ad Hoc Committee Responsibilities)

Reports generated by the Committee, at minimum, should provide a status update on the issues and concerns under review by the Committee. Recommendations approved by the majority of the Committee will be presented to the Board.

IV. PROPOSED MEMBERSHIP COMPOSITION

4. List the proposed composition of the ad hoc below. 26 - Total Number

a. Board Members: One (1) Member of the Board as Board Liaison (non-voting)
b. **External Members:** 25

c. **External Members by Stakeholder Group/Association/Organization** - 25 (exclusive of optional Board liaison(s)) - Twenty-three (23) appointed, voting members; two (2) non-voting student representative; and optional non-voting Board liaison(s). Six (6) recommended by the Board; nine (9) recommended by the Superintendent; and nine (9) recommended by the Shelby County Board of Education authorized Charter School Operators. The Board Chair, in accordance with Board policy 0024 Board Committees, may appoint a non-voting Board liaison(s).

**Board Recommendations:** Seven (7) External Stakeholders/Representatives

- Parent/Parent Organization Representative
- Foundation/Foundation Representative
- Community Based Organization Representative
- Business Community Representative
- Faith-Based Representative
- Student Congress Representative (up to two [2] non-voting representatives)

**Superintendent Recommendations:** Nine (9) Internal and External Stakeholders/Representatives

- Business Operations
- Office of Innovation
- Finance
- Academic Office
- Human Resources
- FACE
- Principal
- Teacher
- External Partner

**Charter Community Recommendations:** Nine (9) Stakeholders/Representatives

- Operator Status – e.g. single; multi-school; and CMO
- Grade Configuration – e.g. elementary; middle school; and high school
V. ADDITIONAL COMMITTEE OUTCOMES/ADDITIONAL INFORMATION

5. List additional outcomes/information of the ad hoc committee below.

(Briefly Summarize Additional Outcome/Information)

Committee Chair: The Shelby County Board of Education Chair will appoint the Committee Chair as provided by Board policy (0024 Board Committees). The term of the Chair is one (1) year. A sitting Chair may be reappointed for an additional one (1) year term.

Other Positions: The Committee, by majority vote, may appoint a Vice-Chair. The term of the Vice Chair is one (1) year. A sitting Vice-Chair may be reappointed for an additional one (1) year term by majority vote of the Committee.

Removal and Replacements: Appointed Committee Members are subject to removal for failure to adhere to this Charter and/or Board policy. Removal requests may be made in writing to the Board upon recommendation from the Committee, by majority vote, and/or Committee Chair for good cause shown. Removal must be approved by a majority of the Board at a regular Board meeting. The Board, by majority vote, shall appoint a replacement for any removed Committee Member per the Charter composition.

Subcommittees: The Committee is authorized to form subcommittees as deemed appropriate by a majority of the Committee. Any subcommittee will report and make recommendations to the full Committee for review, discussion and approval.

Authority to involve Non-Committee members:

Desigenees – Committee members are authorized to appoint a designee in the event he or she cannot participate in a meeting or meetings. The designee shall have the same authority as the appointed Committee member.

Consultants/Advisors - The Committee is authorized to consult individuals and/or entities in fulfilling its duties under the Charter. No cost shall be incurred by the District or Shelby County Board of Education.

Reports and Recommendations:

A majority of all of the Appointed Committee Members (or designees) constituting the Advisory Committee, and not merely a majority of the quorum, shall be required to approve recommendations presented to the Board.

Voting – All voting shall be by those Appointed Committee Members attending the meeting in person or by electronic means. Designated/Identified designees shall be permitted to vote by proxy.]
Agenda and Timeline:

In support of the statedPurpose, the Committee shall provide the Board with the following:

1. An Agenda of the items to be addressed each quarter; and
2. A timeline for each agenda item to be reported to the Board, inclusive of any recommendations

Frequency of Reports: Reports shall be made quarterly or as needed to the Board.

Meeting Reports – Reports outlining the agenda and outcomes of each meeting (full and sub-committees) shall be provided to the Board within ten (10) business days after the meeting.

Frequency of Meetings: As needed, but at a minimum, quarterly. The Committee will provide the Board with a meeting schedule.

Attendance: Committee Members are expected to attend all scheduled meetings. Appointed Committee Members who miss more than three (3) scheduled full Committee meetings may be subject to removal and replacement at the discretion of the Board. Sending a designee does not exonerate an Appointed Committee Member from the attendance requirement.

Electronic Attendance – Appointed Committee Members may attend meetings electronically; however, electronic attendance shall be no more than is reasonable as determined by the Committee Chair.

Minutes: The Committee shall keep minutes of its meetings, which shall be made available to the Board.

Notice: All Committee and Sub-committee meetings shall be noticed within five (5) days prior to the scheduled meeting or as soon as practicable.