

Karl. G. Maeser Preparatory Academy

Trustland Committee Charter

Fall 2019



Committee Purpose

Karl G. Maeser Preparatory Academy (Maeser) Governing Board hereby establishes a charter trust land committee which shall involve parents of students in the decision making process at the school level; improve the education of Maeser students; prudently expend School LAND TRust program money for the improvement of students' education through collaboration among parents, Maeser employees, and the Maeser Board; and increase public awareness of school trust lands and related land policies to contribute to educational excellence.

Governance

This committee reports to the KGMPA Board of Directors. A committee chair will be selected from the parent committee members, but can not be the Director or employee of the school. The term of each committee member is for 2 years.

Committee Membership

Three to Five parents/grandparents of students enrolled at Maeser
One KGMPA Board liaison
KGMPA Director or Administrative representative
KGMPA Finance Manager

The number of committee members who are parents/grandparents of students enrolled at Maeser shall exceed all other members combined by at least two.

Elections shall be held every April via Google form.

- At least 10 days prior to election, the Maeser Director or Administrative designee shall provide notice to each school employee or parent of the opportunity to vote in, and run as a candidate in, an election.
- The Director or designee shall oversee the elections and shall make results available upon request.
- If a parent position on the committee remains unfilled after an election is held, the other parent members of the council shall appoint a parent who meets the qualifications to fill the position.
- If a school employee position on the committee remains unfilled after an election is held, the other school employee members of the council shall appoint a school employee to fill the position.
- If the number of candidates who file for a parent position or school employee position on the committee is less than or equal to the number of open positions, an election is not required.
 - If an election is not held and a parent and/or school employee position remains unfilled, the other parent members/employees of the committee shall appoint a qualified substitute.
- Terms shall be staggered so that approximately half of the committee stand for election each year.
- Committee members may serve successive terms provided the member continues to meet the definition of a parent member or school employee.
- Each committee shall elect:
 - a chair from its parent members; and
 - a vice chair from either its parent members or school employee members, excluding the Director.

Committee Member Responsibilities

The committee chair:

- shall be a parent/grandparent of enrolled Maeser student
- create meeting agenda and post to Maeser website one week prior to the meeting
- post minutes from previous meeting on Maeser website
- Coordinate with Maeser Administration on recommendations
- Report or appoint a designee to report recommendations to Maeser Board of Director for approval

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Committee Members are responsible to:

- create the School LAND Trust Program and LAND Trust plan
- Advise and make recommendations to Maeser Administration and Board regarding:
 - Maeser's TSSA program
 - student safety
 - positive behavior plans; and
 - safe technology utilization and digital citizenship
- work in accordance with state board rule regarding school community council expenditures and funding limits:
 - work with students, families, and educators to develop and incorporate safety principles at Maeser
 - hold at least annual discussions with Maeser administration to coordinate efforts to develop and incorporate safety principles at Maeser
 - provide input to the Maeser administration on positive behavior plans

Maeser Director or Maeser Administrative representative is responsible to post the following information on the website prior to October 20th:

- the proposed council meeting schedule for the year
- telephone number or email address, or both, where each committee member can be reached directly; and
- summary of the annual report on how Maeser's School LAND Trust program money was used to enhance or improve academic excellence at Maeser and implement a component of Maeser's success plan.

Rules of Order and Procedure

- Maeser shall adopt Robert's Rules in brief to govern parliamentary order and procedure, ethical behavior, and civil discourse.