

CHAVEZ HUIERTA

K-12 PREPARATORY ACADEMY

Book	CHPA Board Policy Manual
Section	Chapter 1 Board of Directors
Title	BP 1130 Committees of the Board
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Legal	CHPA Board Bylaws Section 4.1 District 60 Contract
Adopted	October 11, 2016
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The Board, may by action, establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by Board action shall comply with the requirements of Bylaws of the Board of Directors and with these policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board do not have authority that may lawfully be exercised by the Board itself.

Board committees have no authority of power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

STANDING COMMITTEES

Finance Committee

The primary purpose of the Finance Committee is to act in an advisory role to the Board of Directors in carrying out its fiduciary responsibilities as they relate to ongoing fiscal stability and sustainability of CHPA through the responsible stewardship of available resources; ensuring the ongoing effective operation of CHPA by maintaining adequate cash reserves; monitoring the fiscal condition of CHPA as an integral part of the policy and decision-making process; evaluating significant changes in the fiscal environment and make necessary, timely, financial and educational adjustments; and providing for both short-term and long-term goals and objectives.

The Committee is responsible for the oversight of the budget development process through a review of Board priorities, budget assumptions, allocation model, and the annual budget development calendar.

The Committee will monitor the financial status of CHPA through the review of reserve balances, financial reports, actuarial studies and other relative materials, as well as internal controls and compliance with regulatory requirements.

The Committee recommends to the Board the selection of the CHPA independent auditor, meets with the auditor to ensure appropriate financial controls are in place and the annual financial reports are prepared timely and in accordance with State regulations and District 60 contract expectations.

The Committee meets monthly or on an as-needed basis (at least quarterly). The Treasurer shall serve as the Chair of the Finance Committee.

Board Recruitment and Nominating Committee

The Board Recruitment and Nominating Committee, in coordination with the President/Chief Executive Officer (CEO), is responsible for soliciting and interviewing Board candidates to fill vacancies on the Board of Directors prior to the expiration of their existing terms. The Nominating Committee makes recommendations to the Board of Directors for new Board members. The Board President shall assign a Board member to serve as the Chair of the Board Recruitment and Nominating Committee.

Policy Committee

The Policy Committee receives recommendations from the President/CEO on policies being prepared for the Board that benefit CHPA. The Policy Committee is responsible for the oversight of board policies being in compliance with the CHPA Bylaws. The Committee discusses responses to pending local, statewide, and federal legislative issues that may affect or are of interest to CHPA. The Committee serves the internal and external Board communication needs in evaluating legislative matters. The Committee receives recommendations from the President/CEO regarding district communication needs, policies and practices. The scope of legislation includes local, state and national legislation affecting CHPA. The Committee meets monthly or on an as-needed basis (at least quarterly). The Secretary of the Board shall serve as the Chair of the Policy Committee.

Bylaw Committee

The Bylaw Committee is comprised of Board members who review the CHPA bylaws biannually to ensure all bylaws and Board regulations are being followed to the highest standard. The Committee can make recommendations for changes to ensure the bylaws of CHPA are addressing the needs of the organization to ensure the organization's goals are met. The President of the Board shall serve as the Chair of the Bylaws Committee.

Ad Hoc Committees

The Board of Directors may designate such additional committees as it deems necessary or desirable. The Board of Directors shall appoint the members of such additional committees in the manner, for the terms and with such duties and functions as may be prescribed by the Board of Directors.

Achievement and Student Success Committee.

The Academic and Student Success Committee works with the President/CEO and staff to monitor data related to student academic achievement in relation to meeting the Colorado Department of Education (CDE) Standards of Performance. The committee will advise the Board on the state of progress of achievement and recommend support strategies to improve and sustain student academic achievement such as resources needed to accomplish identified goals. Assist the Board in understanding the nature of data provided. The Vice President of the Board shall serve as the Chair of the Achievement and Student Success Committee.

Advisory Committee Members: Committees may invite additional non-Board Members to participate on Committees who have additional expertise or interest to serve on a committee and are approved by the full Board. Advisees do not vote on motions for recommendation to the greater Board.

The AP for this Policy is pending.

Last Revised September 14, 2021