



MAY SANDS MONTESSORI SCHOOL

1400 United Street, #110 Key West, Florida 33040

Phone: 305-293-1400 ext. 53418 Fax: 305-305-328-9005

## Charter School Committees

Charter School Committees are appointed by the Charter Board President, with the approval of the Charter Board of Directors, and are responsible for carrying on the functions of the Corporation. The Charter Board President and the Principal are standing members of all committees. Corporation members (parents & guardians of Charter School students) are required to serve on a committee.

### **Bylaws Committee**

Every four (4) years or at such other times that the President deems it appropriate, he or she shall appoint a bylaws committee to make such recommendations for any changes that are deemed as necessary. Such recommendations are to be submitted, if possible, for Board approval prior to the January Corporation meeting; and, in any event, no later than prior to the May Corporation meeting.

### **Community Cultivation Committee**

Formerly the Hospitality Committee, the Community Cultivation Committee is responsible for organizing events that build community within our school family.

### **Development/Planning Committee**

The Development/Planning Committee shall consist of, but not be limited to, one Board member, two non-Board members, and a director/directress. The committee shall be responsible for researching and reporting to the Board current and long-term financial planning including, but not limited to, building maintenance and repair, expansion, enrollment and staffing strategies.

### **Enrichment & Aftercare Committee**

With a focus on developing creative programming, whether during school or aftercare, the Enrichment and Aftercare Committee helps connect our students with the arts in variety of ways and provides opportunities to learn new skills. Families that have connections with our arts community are encouraged to participate in this committee.

### **Finance Committee**

The Finance Committee shall be composed of, but not limited to, the Treasurer, one other Board member and one other Corporation member. The Committee shall be responsible for: preparing in conjunction with the Staff Committee and the staff, the annual budget



## MAY SANDS MONTESSORI SCHOOL

1400 United Street, #110 Key West, Florida 33040

Phone: 305-293-1400 ext. 53418 Fax: 305-305-328-9005

for presentation to the Board no later than the first Board meeting in April; and making recommendations regarding the fiscal matters of the School.

### **Fundraising Committee**

The Fundraising Committee shall be responsible for planning school fundraising events, reviewing proposals for fundraisers, and evaluating fundraising events. The Fundraising Committee makes recommendations to the Principal and of the Board of Directors for approval of school fundraising events.

### **House & Grounds Committee**

The House/Grounds Committee shall be responsible for the maintenance and renovation of the School under recommendations of the Principal and approval of the Board of Directors.

### **Public Relations Committee**

The Public Relations Committee shall be responsible for promoting the school in a positive manner to the community at large.

### **Staff Committee**

The Staff Committee shall consist of the President and any other members of the Executive Committee who wish to serve. The President may appoint up to two Board members to the Staff Committee. The Committee shall be responsible for making recommendations to the Board regarding the hiring and dismissal of all contractual staff. The Staff Committee may initiate advertising for vacancies and interview job applicants for contractual staff positions. Board members shall be given the opportunity to interview applicants for contractual positions.