

# CCS LONG-TERM LEADERSHIP PLANNING COMMITTEE

## PURPOSE

The CCS Long-Term Leadership Planning Committee is an Ad Hoc Committee charged by the Board of Education (BOE) Directors to do the following:

1. The primary purpose of this committee is to work together collaboratively to form a long-term leadership plan recommendation for the success of our entire CCS school (online and seat-based). The committee will conduct a rigorous process to collectively understand, analyze and determine CCS current and future needs. The committee will seek input from others, review critical data sources and work together to create a viable long-term leadership plan recommendation. This recommendation would be presented to the BOE for consideration and approval. Elements that should be considered include, but are not limited to:
  - a. Input from CCS staff and others on ideas for our long-term leadership plan. Consider perspectives on what is working well and where improvement is desired
  - b. Historical documents or oral history from previous boards throughout the years regarding leadership roles
  - c. Student performance and behavior data, including but not limited to: FY19 Academic Performance Evaluation Results from our Authorizer, Osprey Wilds (OW)
  - d. Review student demographics and equity
  - e. Student enrollment projections
  - f. CCS financial state: revenue, expenses, projected budgets, etc.
  - g. CCS Annual Report and World's Best Workforce (WBWF), Quality Compensation (Q-Comp)
  - h. CCS Strategic Plan Realignment 2020-2022 (draft)
  - i. Staff compensation/benefits and staff development needs
  - j. Administrative job descriptions, including required and preferred qualifications, licensures, experience, etc.
  - k. Related Minnesota Statutes
  - l. Leadership Roles options/models from other charter schools, teacher-led resp. options
  - m. Contractual obligations of Osprey Wilds (CCS' authorizer), LAKE Foundation, the Department of Natural Resources Designated Forest Program, and others that may apply as determined by the Committee
  - n. Consider pausing work, if necessary, to implement long-term leadership plans
  - o. Partner, if necessary, with our HR Services provider, Diechi Services – Joe Aliperto
2. As this Committee takes on this charge, we would ask that if they identify other CCS responsibilities that need ownership and/or clarity on ownership, that they document these responsibilities.
3. The urgency of this Committee's recommendation(s) provides the BOE information about CCS's Long-Term Leadership Planning that the BOE can make a decision about hiring for any role(s) that this recommendation may include. The urgency is also based on:
  - a. Providing additional transparency about staffing to the CCS staff, the CCS community, and the Crosslake Community at-large

- b. Providing the best services to students and families to maximize student learning and increasing test scores
- c. Fulfilling current commitments to meet obligations
- d. Ensuring legal compliance of laws and regulations
- e. Meeting the requirements of the CCS Safe Learning Plan (COVID-19 document that provides information about the way our students are learning during a pandemic)
- f. Continuation of initiatives towards meeting the Mission and Vision of CCS
- g. Increasing student enrollment to meet and provide additional funding for stability and sustainability
- h. Informing the direction of Professional Learning Communities

The Long-Term Leadership Planning Committee serves in an advisory role to the CCS BOE and has no authority of its own to act on behalf of the BOE. The BOE is ultimately responsible for making the decision regarding the Committee's recommendation. As an Ad Hoc Committee, the Committee will disband once they have completed their defined purpose.

## **MEMBERSHIP**

1. The Long-Term Leadership Planning Committee shall be composed of no fewer than five members and not to exceed thirteen members in total.
2. Members will be appointed by the regular BOE meeting on April 12, 2021; however, additional or new members shall be appointed by the Committee itself without prior approval of the BOE.
3. Membership shall include at least one Board member, a Committee Chair and a balance of online and seat-based staff members (both teaching and non-teaching).
4. The Committee may include parent and community members.

## **PRODUCTS**

The work product(s) of the Committee shall:

1. Recommendation to the BOE of a long-term leadership plan. The BOE is ultimately responsible for making a decision regarding the Committee's recommendation.
  - a. Craft job descriptions, if needed, including required and preferred qualifications and a compensation considerations.
  - b. Recommend entire hiring/selection process for potential open leadership roles.

## **ACCOUNTABILITY**

The Committee shall comply with the requirements of MN Statute 13D [Open Meeting Law] and the provisions of the CCS By-Laws & BOE Policies, including posting meeting dates and times at least 72 hours in advance. The Committee shall submit written reports to the BOE after all meetings. The Committee Chair and Members shall make themselves available for presentations upon request.

## **DURATION**

1. The Committee is expected to arrive at a recommendation as soon as feasibly possible and no later than seven to ten weeks from the onset of the first meeting.
2. Weekly or bi-weekly or twice weekly meetings are encouraged.