

Winooski and Burlington: Partnership for Change

STEERING COMMITTEE CHARTER

Adopted by the Partnership for Change Steering Committee on March 26, 2014.

VISION: The Winooski/ Burlington School District is an innovative, collaborative, and equitable learning organization that inspires all learners to lead their communities to a dynamic and sustainable future.

PURPOSE: The Partnership for Change supports the Winooski and Burlington School Districts to create a student-centered, personalized proficiency-based learning system in order to remodel both high schools that supports *every* learner in our communities to pursue excellence. The initiative is funded with an initial 3 ½-year, \$3.7M grant from the Nellie Mae Education Foundation, for which the Burlington School District acts as fiscal sponsor.¹

The steering committee is a multi-stakeholder group of educators, learners, parents, and community members who are mutually committed to the mission and vision of the project. Members are charged with providing stakeholder perspectives and communication to and from their stakeholder groups to ensure the progress and coordination of work across both districts and be the keepers of a bold, student-centered learning agenda for our communities.

ROLES AND RESPONSIBILITIES: Specifically, the Steering Committee will:

- Advocate for and ensure effective voice for diverse stakeholders throughout all aspects of the initiative
- Maintain a clear bridge between the “inside” and “outside” community engagement strategies described in the grant
- Serve as a “public face” for the Partnership for Change, conducting outreach, sharing information, and providing access
- Publicize and celebrate key victories and successes of the initiative
- Review and approve recommendations made by the Executive Committee
- Support the communication plan of the initiative
- Elect representatives to serve on the Executive Committee utilizing the process described by that body’s Charter

COMMITTEE COMPOSITION AND MEMBER SELECTION: The Steering Committee will be comprised of up to 31 voting members, including:

- 6 youth representatives (ages 12 – 22)
- 3 educator representatives (middle-level through adult learning)
- 4 family representatives

¹ A fiscal sponsor is a tax-exempt organization that enables the movement of money from funders to projects, ideas, organizations, and activities. In this case, the Burlington School District has agreed to receive grant money on behalf of the Partnership for Change Initiative.

- 3 community partner representatives (seek to include representation from each sector - non-profit, business and higher education)
- *Ex-Officio*: 2 local government representatives
- *Ex-Officio*: 4 district/school administrator representatives (2 principals/2 superintendents)
- *Ex-Officio*: 2 school board representatives
- *Ex-Officio*: 2 union representatives
- *Ex-Officio*: 5 Implementation Team Chairs
- *Ex-Officio*: Project Manager (non-voting)
- *Ex-Officio*: Lead Community Partner representative (non-voting)
- *Ex-Officio*: Department of Education Representative (non-voting)

Available positions on the Steering Committee will be advertised to the constituent groups described above and to the public. *Ex-officio* members are official representatives of other organizations that support the work of the Partnership for Change. Interested parties will complete a brief application process including a short in-person interview. *Ex-officio* members will be designated by their sending body.

Members will be selected by the Executive Committee with specific attention to have all voices represented as diverse stakeholders, representation of the Winooski and Burlington districts and communities, commitment to the mission and vision of the initiative and ability to communicate the work of the initiative. Members of the Steering Committee will be elected to serve rotating 2-year terms, with a maximum of two consecutive terms served (excepting *ex-officio* members).

COMMITTEE LEADERSHIP: Members shall elect two Co-Chairs, who will oversee the work of the Committee. Members shall also establish an Executive Committee comprised of individuals both from within and beyond the Steering Committee to oversee and facilitate work between Steering Committee meetings. The Steering Committee and its Executive Committee will bear primary responsibility for the elements of the Partnership for Change initiative funded by Nellie Mae.

MEMBER EXPECTATIONS: If a member is unable to fulfill his/her responsibilities – including but not limited to regular attendance at meetings – he/she is subject to removal by a 2/3 vote of the Steering Committee. Positions vacated between selection cycles will be filled at the discretion of the Co-Chairs.

AMENDMENT OF THE CHARTER: This Charter can be amended at any time by a 2/3 vote of all members of the Steering Committee.