



## **Head Support Committee 2020-2021**

### **Purpose of the Committee:**

6.3.6 The Head's Support Committee shall be responsible for setting mutually agreed upon goals and criteria for the Head of School's performance. The committee shall meet with the Head of School on a periodic basis to discuss the current focus, challenges and priorities of the Head of School's work, and appropriate means by which the Board of Trustees can support the Head of School in accomplishing tasks and goals. The committee shall gather input from the Board of Trustees related to the Head's goals and evaluation and shall compile input, complete and submit to the Board of Trustees an annual set of goals and written evaluation of the performance of the Head of School. One member of the committee will be a member of the Finance Committee.

### **Reports to:**

The Board and takes direction from the Articles of Incorporation, the Board of Trustee's bylaws, Board policies and best practice.

### **Staff to the Committee:**

Head of School

### **Committee Membership and Operations:**

The Head Support Committee is made up of the President, Vice-President, a member of the Finance Committee and other trustees as appointed by the President of the Board.

### **Frequency of meetings:**

Estimated at 4 times per year

### **Committee Scope of work:**

1. Supports and evaluates the Head of School by establishing mutually agreed upon annual goals and criteria for the Head of School's performance;
2. Meets with the Head of School on a periodic basis to discuss the current focus, challenges and priorities of the Head of School's work;
3. Completes and submits to the Board an annual written evaluation.
4. Assist the Head of School as a sounding board and counsel. .
5. Function as a confidant and counsel in the area of personnel issues (hiring policies, personnel policies, and professional development policies for faculty and staff; develop the school's compensation philosophy and plan; review with the head in advance for counsel and support of any looming nonrenewal or firing decisions).

**2020-2021 Goals**

1. Determine a list of reasonable goals and criteria for performance for the Head of School.
2. Evaluate the Head of School by May 2021.
3. Review and renew the Head of School's contract prior to June 30, 2021.