

The Crown Pointe Academy Board of Directors (Academy Board) may form committees, as it deems necessary. Committee members may be parents of children attending the School, employees of the School or members of the community at large. The Academy Board will approve membership on committees. The committees will elect their own chairperson and secretary. Committee membership and committee chairs will be reviewed annually. The Academy Board will have the power to dissolve any committee, remove any committee Chair, Vice-Chair or member, and will reserve the right to exercise this power at any time during the life of any committee. A minimum of one Academy Board member will sit on each committee. Academy Board members will not be committee officers. Academy Board members will not formally report on behalf of the committee.

In the event there are no committee members, the liaison will be expected to perform the duties of the committee. The liaison will actively try to recruit members from the parent population.

Committees will comply with the requirements of the Colorado Open Meeting Law (Colorado Statutes 24.6.402). Meeting agendas will be posted in the School's office 24 hours prior to any meeting. Meeting minutes will be maintained and will be available in the School's office. Required reports and completed items will be submitted in writing to the Academy Board secretary at least 5 business days prior to the Academy Board meeting for which they were intended.

The Academy Board President will send a letter of instruction at the beginning of each school year clearly defining the service the Academy Board, wishes the committee to render, the extent and limitations of responsibility, the resources the Academy Board will provide, and the approximate dates on which the Academy Board wishes to receive major reports. Recommendations of committees will be based on research and fact. All committee recommendations must be submitted to the President or Secretary of the Academy Board in writing for official action. Refer to the Public Information for handling of press releases and external literature.

Adopted: April 5, 2004

Reviewed: Annually

Revised: August 2004; August 13th, 2011; November 11, 2015

Rationale: Reformat and update during policy review April 2004, Changed Council to Board Aug 2004. Aligned policies and removed board approval for press releases and referred to policy D50 KR CPA 1 Public Information November 17, 2008.

Added liaisons will perform duties of committee if there are no members. Removal of Adams County Schools District 50. Removal of number GP 4. New Charter Contract Authorizer.

Approved: August 2004, September 8, 2011, June 2014, November 11, 2015

