

Mountain Phoenix Community School

Steering Committee Charter

Approved by the Faculty and Director of Education on January 8, 2016

updated on September 6, 2016

Purpose: The purpose of the Steering Committee is to provide a vehicle for active and open communication with all educational sections/departments of the school on current topics and guide and organize the weekly faculty meetings, speakers, and in-services to create a healthy rhythm and experience for the teachers.

Reports to: Director of Education

Reviewed by: Faculty and Director of Education

Membership: Preferably one representative from each section of the school, appointed by the section/department: Early Childhood, Lower (Gr. 1-5) and Upper (Gr. 6-8) grades, Special Subjects, Educational Support Department. Also Director of Education.

Commitment of SC members :

1. Maintain a high standard of professionalism in actions and words.
2. Interest and commitment to Public Waldorf Education.
3. Willingness to work in partnership with all areas of the school – teachers in all sections and departments, GC, parents, etc.
4. Hold confidentiality, when appropriate.
5. Desire and ability to provide support and servant leadership to MPCS on committees, in meetings, and throughout the school.
6. Presume positive intent and uphold the highest good for each colleague at school.
7. Dedication to continued professional growth and development.

Mandated Areas: Actions or decisions that can be made with agreement from Director of Education:

1. Carry communication of topics, decisions, and updates to and from sections and departments to keep faculty members up-to-date on current topics living in the school. Solicit feedback and input on topics, as requested, to bring back to the Steering Committee for consideration in decision-making.
2. To stay abreast of work being completed in the sections and committees, as it contributes to a picture of the whole school.
3. To organize and prioritize agenda items and set the agenda for the weekly faculty meetings. To hold the vision of a healthy rhythm and flow to the weekly faculty meeting. To review the format and make changes as needed to the meeting, annually.
4. Organize and guide the artistic, biography, and study (curriculum, child development, principles, and philosophy) work in the faculty meetings.
5. To organize and plan in-services and speakers for the faculty as professional development.

6. To support the Director of Education and Director of Operations through giving input on topics requested that are under their purview in the daily work of the school.

Reporting and Communication:

- Gives verbal reports and updates to faculty during faculty meetings.
- Acts in accordance with guidelines specified in the document, "Guidelines for Work in Chartered Groups and Committees."
- Works in alignment with the mission, vision, and strategic plan of the school.