

Board and Committee Descriptions

Board Descriptions

Vice Presidents

The vice-presidents, if any, in the order of their seniority, unless otherwise determined by the Board of Directors, shall, in the absence or disability of the Headmaster-CEO, perform the duties and have the authority and exercise the powers of the Headmaster/CEO. They shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe or as the Headmaster/CEO may from time to time delegate.

Secretary

(a) The Secretary shall attend all meetings of the Board of Directors, shall record all votes, actions and the minutes of all proceedings in a book to be kept for that purpose and shall perform like duties for executive and other committees, if any, when required.

(b) The Secretary shall give, or cause to be given, notice of all meetings of the Board of Directors.

(c) The Secretary shall, for the purpose of authenticating records of the Corporation, keep in safe custody the seal of the Corporation and, when authorized by the Board of Directors or the President of the Board, affix the seal to any corporate instrument. When so affixed, the seal shall be attested by the Secretary's signature or by the signature of the Treasurer or an assistant secretary.

(d) The Secretary shall be under the supervision of the President. The Secretary shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe or as the Headmaster/CEO may from time to time delegate.

Assistant Secretary.

The assistant secretary, if any, in the order of their Seniority, unless otherwise determined by the President of the Board of Directors, shall, in the absence or disability of the Secretary, perform the duties and have the authority and exercise the powers of the Secretary. They shall perform such other duties and have such other powers as the Board of Directors may from time to time prescribe or as the Headmaster/CEO may from time to time delegate.

Treasurer

The treasurer will administrate and monitor the budget, and have the following added responsibilities :

- Ability to read/understand/Interpret financial statements for Board members
- Ensure the Board's financial policies are being followed.
- Chair the Finance Committee. Manage, with the finance committee, the board's review of and action related to the board's financial responsibilities.
- A signing authority on behalf of the Board for financial matters

Committee Descriptions

Environmental Committee

The **Environmental Committee** provides stakeholders a forum to discuss proper environmental stewardship and sustainability best practices for the academy and the community. The **Environmental Committee** has taken a strong and visible role in providing recommendations on environmental curriculum, programs, activities, policies, and procedures that affect our environmental climate in hopes of disseminating, providing information, and best practices regarding: global **climate** change; **environmental** protection, public lands, endangered species, air and water quality; oceans; public health; conservation; energy policy, recycling.

Members: Dr. McCladdie, Ms. Grant, Ms. Carter, Mrs. Carreker, Mr. Hamilton

Technology Committee

The **Technology Committee** promotes the use of **technology** to increase efficiency of academy operations and to support teaching and enhance student learning. The Committee reviews a **technology** plan that aligns with state recommendations and assess the **technological** needs and competencies of faculty, staff, and students.

The Technology Committee provides guidance and policy development in all aspects of **technology** including telecommunications, network hardware and software, end-user computer hardware and software, standards for safe and efficient deployment and use of **technology**, and policies to ensure that the highest level of efficiency and innovation is maintained for students and staff use.

Members: Mr. Allen, Mr. James, Mr. Jones, Mr. Forrest, Mr. Edwards, Mr. Gaines III, Mrs. Threats

Academic Performance and Curriculum Committee

The Academic Committee shall be engaged and make recommendations to the curricular aspects of the **DeKalb Academy of Technology and Environment Charter School, Inc**, including the articulation of the academic mission of the academy, the quality of the faculty, the quality of the academic program, and activities that support the academic mission of the charter school. The committee shall participate, guide, and support, the components of a sound curriculum, assessment, and instructional framework.

Members: Dr. Taylor, Dr. Love, Dr. Washington

Faculty Development and Retention

The Faculty and Development Retention Committee supports the entire staff with promoting and recommending programs, activities, and projects that will improve and increase faculty and staff benefits and compensation. In addition, this committee supports the retention of employees through creative and intrinsic coaching and mentoring to ensure the building of capacity and a buy-in into the school teaching mission and vision.

Members: Mrs. Thomas, Mrs. Venisee, Mr. Honore'

Operational and Financial Stability (OFS)

The OFS is responsible for making recommendations to establish a long-term, facility plan that implements and maintains a sustainability facility for the academic program requirements of the school. In addition, The OFS seeks out to recommend and promote policy to improve financial efficiency by increasing revenue, decreasing expenses, debts and maintaining solvency; overall improving fiscal accountability of operations .

Members: Mr. Maloyd, Mr. Hamilton, Mr. Carter, Mrs. Threats, Mr. Loye, Dr.Emile