

Roles and Responsibilities

WR School Board, Administrators, and Charter School Governance Councils

| Task/Process | Charter School Administration | Charter School Governing Council | District Administration | Wisconsin Rapids School Board |
|----------------------------------|--|--|--|--|
| School Policies | <ul style="list-style-type: none"> Advise and enforce all policies May recommend waivers, if needed | <ul style="list-style-type: none"> Create school-specific policies that support the charter Approve waivers, if needed | <ul style="list-style-type: none"> Create District Policies that align with state statutes and District policies Support Charter school waivers that encourage outside-the-box thinking within District parameters | <ul style="list-style-type: none"> Consider for approval District Policies that align with state statutes within District parameters Consider for approval Charter school waivers that encourage outside-the-box thinking within District parameters |
| All Stakeholders | -----Encourage creative solutions----- | | | |
| Budget | <ul style="list-style-type: none"> Recommend and execute the building budget and grants | <ul style="list-style-type: none"> Approve and monitor the individual school budget Oversee all grant funds | <ul style="list-style-type: none"> Deliver and distribute funds | <ul style="list-style-type: none"> Allocate funds based on District formulas Open the parameters of charter school funding to allow the governing councils to create budget |
| Staffing | <ul style="list-style-type: none"> Evaluation of staff A building team recruits and recommends hiring to governing council Recommend staffing level based on contract requirements and budget availability Recommend and support the transfer of staff who do not subscribe to the charter design according to District procedures | <ul style="list-style-type: none"> Approve staffing after considering recommendations from building administrator Approve staffing level after considering recommendations from building administrator Be apprised of transfer requests | <ul style="list-style-type: none"> Human resources makes final recommendation to WRPS school board Give first consideration to transfer recommendations to staff who do not subscribe to charter design according to District procedures | <ul style="list-style-type: none"> Finalize hiring Support transfer recommendations considering District procedures |
| Community Relations | <ul style="list-style-type: none"> Develop PR tools to “tell the story” in print, PowerPoint, and web Develop strategic alliances with organizations and businesses | | <ul style="list-style-type: none"> Have charter school PR information to provide to public | |
| All Stakeholders | -----Create a joint Community Relations team to address the public in various venues----- -----Speak with a common, positive voice----- -----Field questions to appropriate stakeholders----- | | | |
| Charter School Evaluation | <ul style="list-style-type: none"> Work with staff to create on-going evaluation of charter school goals | <ul style="list-style-type: none"> Monitor progress of charter school goals monthly Present annual update to the WRPS school board Provide an annual written evaluation of the building administrator to the Superintendent by May 1 | <ul style="list-style-type: none"> Incorporate Governance Council’s evaluation of building administrator in the annual performance review and contract renewal recommendation. Participate in annual review of the charter school goals and may request additional reviews | <ul style="list-style-type: none"> Act on District recommendations Participate in the annual review of charter goals and may request additional reviews Approve the charter goals or place the school on probation |
| Professional Development | <ul style="list-style-type: none"> Provide and monitor professional development to work successfully in the charter school and seek District waivers where needed within District parameters | <ul style="list-style-type: none"> Oversee and support necessary professional development and waiver requests within District parameters | <ul style="list-style-type: none"> Provide, fund and support appropriate professional development and negotiate waivers with building administration when possible | <ul style="list-style-type: none"> Support quality professional development in the District and in the charters when possible |
| Curriculum | <ul style="list-style-type: none"> Follow and support District curriculum framework and seeks waivers as appropriate to the charter within District parameters | <ul style="list-style-type: none"> Monitor and support implementation of curriculum implementation | <ul style="list-style-type: none"> Facilitate the implementation of District curriculum framework Provide resources and professional development to support curriculum when possible | <ul style="list-style-type: none"> Approve and support curriculum implementation |

Note: All of these roles and responsibilities are governed by the original charters and board policies for district operations.

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Working document