

TEAMING FOR EXCELLENCE IN EDUCATION (TEE) COMMITTEE

GENERAL INFORMATION ROLE AND FUNCTION

I. PURPOSE

To provide insight and input in an advisory capacity to the Superintendent and Board of Trustees of the Birdville ISD on district-wide subjects in the following areas:

- A. Establishment and reviewing the District's educational mission, goals, and objectives.
- B. Participate in the annual evaluation of the District's instructional programs and resulting adjustments made to those programs.
- C. Establishment and reviewing major district-wide classroom instructional programs or initiatives suggested.
- D. Review district-wide staff development initiatives.
- E. Review district's code of student conduct.

II. MEMBERSHIP

Membership shall be composed of twenty two (22) representatives from the following groups:

- A. Twelve (12) classroom teachers elected by their peers from within levels and, in most instances, clusters of campuses. There shall be six (6) teachers representing the elementary level, four (4) representing the middle school level, Birdville High School, and Shannon Learning Center, and two (2) representing the high school (4 year) level. These representatives shall be full time, non-probationary employees.
- B. Three (3) non-teaching professional district employees elected by their peers from within levels. There shall be one (1) person representing the elementary level, one (1) person representing the middle school level, Birdville High School, and Shannon Learning Center, and (1) person representing the high school (4 year) level. These representatives shall be full time, non-probationary employees from the ranks of principals, assistant principals, counselors, librarians, and diagnosticians.
- C. One (1) representative shall be appointed by the Superintendent to represent the District's auxiliary staff.
- D. Two (2) parent representatives shall be appointed by the Superintendent.
- E. Two (2) community/business representatives shall be appointed by the Superintendent.
- F. Two (2) business representatives shall be appointed by the Superintendent. The Superintendent shall serve as the Board's representative to meet with the TEE Committee.

III. GENERAL PROCEDURES

- A. The Superintendent shall name the chairperson of the Committee or may serve in that capacity.
- B. The Superintendent is responsible for setting the agenda for each meeting and notifying the membership of the agenda and the time and place of the meeting.
- C. The Committee shall meet at least three times during the school year and one of these meetings shall be for the purpose of presenting the District's "report card," prepared by the Texas Education Agency and District personnel, to the community.
- D. All meetings shall be open and held outside the regular school day.
- E. Some agenda items will be for informational purposes only.
- F. An "Open Forum" section will be included on each agenda and topics presented during this time should conform to the overall purposes of the Committee.
- G. The Committee shall, with the assistance of the District staff, prepare a "District Improvement Plan," which shall focus on improvement of student achievement and shall also contain elements from several previously required separate plans, including:
 - 1. Special programs such as suicide prevention and dyslexia treatment;
 - 2. Dropout reduction;
 - 3. Integration of technology in instructional and administrative programs;
 - 4. Discipline management;
 - 5. Staff development for professional staff of the district;
 - 6. Career education;
 - 7. Compensatory and remedial education; and
 - 8. Other information the Board considers useful.

IV. CHARGE TO THE COMMITTEE

Committee members are expected to advise the Superintendent and the Board of Trustees regarding District-wide issues, propositions, and policies which will enhance the educational achievement of the District's students. To accomplish this task, Committee members should:

- A. Attempt to be present and prepared at each meeting.
- B. Understand the central issue(s) to be discussed and seek input from those people the member represents.
- C. Be open-minded until all sides of the issue are presented.
- D. Present their beliefs or convictions regarding the issue(s) to the Committee.
- E. Understand that while no "votes" will be asked for, a consensus of opinion from the group will be sought. However, the opinion is to be used as advise and any final decisions will be made by the Board of Trustees.