

DRAFT APPEALS COMMITTEE

Reports to: The Board of Trustees

Term of Office: One year

General Purpose

The Appeals Committee is commissioned by and accountable to the Board of Trustees (BOT). The primary responsibility is to ensure Foxborough Regional Charter School (FRCS) hear and decides on enrollment appeals at FRCS.

The committee shall bring to the Board of Trustees recommendations to change the following policies when appropriate.

- Code of Conduct (Shared with the Student Recruitment & Retention Committee)
- Student Handbook (Shared with the Student Recruitment & Retention Committee)
- Enrollment Policy

Review/Support Operational Activities

- Review Lottery
- Review Annual recommendation for enrollment per grade level

Responsibilities

- Hear and make decisions on enrollment appeals as they relate to the school districts' adherence to the enrollment policy.
- To notify the Finance Committee of any decisions made that impact on the school finances. Such decisions will be made with a clause stating that they are recommendations and are subject to the school's budget policies and procedures. Depending on the nature of the proposed budget change, related policies and procedures may include approval by the Finance Committee and/or the Board of Trustees.

Composition

- A member of the Board of Trustees will act at the Chair and V-Chair of this committee. If only one member of the Board of Trustees is on the Committee, then the V-Chair will be a member of the District Administration.
- Appointments to the Committee shall be made at least annually in accordance with the FRCS Bylaws.
- The clerk/secretary to the committee is any BOT or District Administration member of the committee and is responsible for open meeting law compliance.
 - a. 2-5 Board of Trustees: Voting members
 - b. 1-2 District Administration: Does not vote on appeals

The Committee shall...

- Comply with open meeting law.
- Report out to the Board of Trustees at least one week prior to their meeting to ensure being added to their agenda.

- Meet at least three times during the school year on the 3rd Thursday of the month (October, January and March) at 8:00am and call additional meetings as needed.