

Approved: October 22, 2015

Twin Cities German Immersion School
School Growth and Access Task Force Charter

PURPOSE

The School Growth and Access Taskforce will research and assess the demand for current facilities and analyze data to consider demand on current facilities.

The duties shall include the following:

1. **Communication.** The SGA Taskforce will communicate progress and information to the full board and community monthly.
2. **Compile and Analyze Data.** The SGA Taskforce will work with administration to compile and analyze data including, but not limited to: describing the current and projected enrollment and attrition rates, diversity, location of current students, waitlists, locations of students on waitlists, budgets, costs, staffing and curriculum, as well as available classroom space.
3. **Strategic Planning.** If requested by the board, the SGA Task Force will use data, including those listed above, to assess the potential need regarding current facilities and school configuration.
4. **Report to the Board.** The SGA Taskforce shall have the duty to prepare monthly reports to the TCGIS School Board and additionally as requested.
5. **Mission.** The SGA Task Force shall develop a purpose statement specific to their work, and shall conduct its work with the TCGIS Mission and Vision as a guideline.

COMPOSITION

Membership of the School Growth and Access Task Force shall consist initially of no fewer than 5 interested community members for the purpose of compiling and reporting data. The background and experience of task force members may include data analysis, data collection, strategic financial planning or project management. Interested community members should be prepared to discuss all data that arise and examine options suggested by the data in a respectful and responsible manner. Prior nonprofit board governance experience is a plus. The board shall appoint members following an application process.

MEETINGS

The School Growth and Access Task Force shall meet monthly. Minutes of any meetings shall be shared with the board. The School Growth and Access Task Force may hold ad hoc meetings in order to carry out its duties and deliverables.

TIMELINE

The SGA Task Force shall compile data and present 5- and 10-year projections by the March 2016 Board Meeting. At the will of the board, the task force shall investigate options, based on those projections in a second phase of this project.

REVIEW

The School Growth and Access Task Force will review this charter in March, 2016.