

REEDSPORT SCHOOL DISTRICT

REGULATION: COMMUNITY LEARNING CENTERS
ADVISORY BOARD POSITION DESCRIPTION

CODE: KMAA-AR

Advisory Board Position Description

1. Provide an overall vision for the Community Learning Centers' (CLC) program.
2. Insure that the Community Learning Centers' program is implemented providing an enriching and safe environment for participating children, youth, and adults.
3. Identify goals and objectives for the CLC program and review progress towards those goals and objectives in cooperation with the Northwest Regional Educational Laboratory.
4. Recruit and hire CLC Program Director and insure that they receive proper support and direction.
5. Assist CLC Program Director in hiring of Site Coordinators and other staff as necessary.
6. Make financial decisions regarding the program, including adhering to the budget, implementing a plan for program sustainability at completion of the grant, and helping to raise funds if necessary.
7. Serve as an ambassador for your specific program or represented entity and publicly support the entire consortium of CLC project members.
8. Serve as a liaison between the community, clientele, and the CLC program.
9. Annually review the CLC program's policies and staff/parent handbooks.
10. Insure that the CLC program adheres to all guidelines and policies specified in the U.S. Department of Education's grant in cooperation with the Reedsport School District and Northwest Regional Educational Laboratory.

END OF REGULATION

Policy16/KMAA-AR
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