



Terra Ceia Christian School

2023-24 Committees

*Chairperson

**Board Representative

See committee descriptions on the following pages for mandates and terms.

Alumni Committee

[Kristina Beasley](#)*

Kevin Beasley

Ashlan Crouch

Ryan De Jong

Irene Vander Weit

Isaac Boerema**

Athletic Committee

[Misty Cutler](#)*

David Elliott

Jessica Roscoe

Rebecca Williams

Chad Spinner

Vanessa Wright

Carolina Gardner, AD

Stephen Lilley**

Transportation

[Sue Edwards](#), Transp. Director

Wade Groen

Bradley Van Staalduinen**

Education Committee

[Deb Van Staalduinen](#)*

Michele Howell

Libby Hardison

Sara Van Essendelft

Martin Gelderman

Troy Ward**

Finance

[Carl Van Staalduinen](#)*

Melissa Bowen

Carrie Johnson

Abbott Tunstall

Michael Van Staalduinen

Isaac Boerema**

Library Committee

[Leah Boerema](#)*

Ginny Lilley

Michele Howell

Dana Jordan

Becky Allen

Amie Elliott

Kevin Clancy

Maintenance

[Martin Gelderman](#)*

Willy Jefferson

James Latham

Brandon Pinkham

Scottie Wright

Alan Meijer**

Public Relations

[Karen Glass](#)*

Brittany Van Staalduinen

Rebecca Williams

Catherine Ward

Erin Wallace

Lori Jefferson

Adele Ange**

Committees of the Board and Their Duties

Committees are appointed by the board and act in accordance with its mandates. The board will convey these mandates in writing, as they are issued, to the appropriate committees. Committees are composed of society members with board and staff representatives. Officers will be elected by each committee. Committee chairmen will notify committee members of all meetings. Meetings will be conducted according to parliamentary procedure and will be held on a regular basis. Each committee will inform the board of its activities, programs, proposals, and financial condition if applicable. Each committee also will report on its activities at no fewer than one society meeting annually.

EDUCATION COMMITTEE

The Education Committee is composed of at least six members: four from the society at large, one staff, and one board member. Each at large member and staff member will serve a three-year term and may serve consecutive terms.

The committee will:

- Investigate the qualifications of the candidates for administrative and teaching positions and make recommendations concerning such candidates to the board. The principal, with the help of the Education Committee, will develop and maintain a process whereby each staff member's performance is evaluated. The evaluation will include classroom observation, interviews with each teacher on an individual basis and an objective rating system. The evaluation will be presented to the board. A teacher will have access to any evaluation of him/her and may file complaint or comment with the administrator and/or board.
- Keep itself informed about scholastic quality and Christian character of the instruction given, curriculum, discipline, facilities, and equipment.
- Develop and follow an agenda for review and evaluation of the curriculum and make recommendations to the board about purchase of new textbooks and programs.
- The Education Committee, with the guidance of the principal, shall yearly recommend a school calendar.
- Sponsor education activities such as science and book fairs, PTA meetings, etc.

LIBRARY COMMITTEE

The Library Committee is composed of at least three society members and the English teacher. Members shall serve a three-year term, and may serve consecutive terms.

The committee will:

- Recruit and supervise volunteers to operate the library.
- Establish policies for operation of the library, which includes screening books before they are shelved.
- Provide list of books appropriate for each grade level.
- Purchase books for the library with allocated funds.

FINANCE COMMITTEE

The Finance Committee is composed of at least seven members, six from the society at large and the board treasurer. Each at-large member will serve a three-year term and may serve consecutive terms. The committee will:

- Assist the board in making a budget for the following year.
- Make suggestions to the board about maintaining the school financially, indicating the various sources of income and how money is to be collected from these sources.
- Raise money, as needed, which is not brought in by tuition.

TUITION HELP COMMITTEE

The Tuition Help Committee is composed of at least five members, four from the society at large and one board representative. Each at-large member will serve a three-year term and may serve consecutive terms.

The committee will:

- Raise funds specifically to provide tuition relief and recommend disbursement of funds.

ALUMNI AND PUBLIC RELATIONS COMMITTEE

The Alumni and Public Relations Committee is composed of at least six members, four from the society at large, one staff, and one board representative. Each at-large member will serve a three-year term and may serve consecutive terms.

The committee will:

- Develop and implement a program to promote the cause of Christian Education and specifically Terra Ceia Christian School in the community and to alumni.
- Prepare material to acquaint new and prospective society members with the school.

MAINTENANCE COMMITTEE

The Maintenance Committee is composed of at least eight members, six from the society at large, one staff, and one board representative. Each at-large member will serve a three-year term and may serve consecutive terms.

The committee will:

- Oversee the care, maintenance, and adequacy of the physical structures and equipment of the school and make recommendations to the board concerning the same.

BUS COMMITTEE

The Bus Committee is composed of one or two members of each route. Each member will serve a three-year term and may serve consecutive terms. The committee will carry out its objective of providing safe transportation for each student by recommending to the board:

- A driver and substitutes for each bus
- Routes and number of students assigned to each
- Salaries for drivers
- Maintenance agreements for the care and repair of each vehicle
- Contract for purchase of fuel and oil
- Replacement schedules and additions of new buses as needed
- Guidelines for rules and regulations concerning safety and behavior on the buses.
- Insurance carriers