

BPSF Professional Growth Committee Charter

Approved October 6, 2023

Mission and Purpose

As stewards of the generous donations made to BPSF, we are committed to awarding grants to teachers who identify opportunities for professional growth that will enhance the academic experiences of Bartlesville students from PK – High School.

Our job is to fill in where state funding has fallen short to support our BPSD Teachers in their efforts to further professional growth. By doing this, we hope to spark curiosity in Bartlesville students and make our district top in the state.

We are here to facilitate professional growth for BPSD teachers. We are most interested in opportunities that align with district curriculum, initiatives and best practices. We value opportunities that can be shared with other teachers so that we can maximize the positive impact on BPSD students.

Composition of the Committee

The Professional Growth (PG) Committee shall be made up of five or seven diverse members from the Bartlesville Community. Members shall come from one or more of the following groups: Parent of a BPSD student, Family member of a BPSD student, an Alumni of BPSD, a retired Teacher or Administrator from BPSD or a Bartlesville community member who has a passion for public education. Optimal composition would include parents or family members across all levels of students PK-High School.

Quorum

A quorum is required to make a recommendation to the Board on approval of a PG Grant Application. If there are five members on the Committee, three approvals from the Committee are required. If there are seven members on the Committee, five approvals from the Committee are required.

Review Process and Participation

All members are expected to respond, via email, when the Chairman sends out a PG grant application for review. Each member is expected to fill out the PG rubric and submit their score to the Chairman along with any comments. Any questions about the PG grant application shall be sent to the Chairman and the Chairman shall go back to the applicant for additional information (copying the BPSF Executive Director). That additional information shall be sent to all the members of the Committee and revised rubric scores may be submitted. The Committee shall be given at least seven days to review the PG grant application and respond to the Chairman.

Should a Committee member fail to respond on three PG grant applications, they shall be removed from the committee and a new member recruited.

Grant Guidelines

The grants the committee funds should be targeted toward enhancing teacher trainings and experiences, not for basic certification and skills.

The committee shall not fund the same annual conventions or seminars every year. These kinds of trainings will be evaluated every other year in an effort to make funds available to a broader group of teachers.

Annual Meeting

An in-person meeting shall be held once a year in June or July. The purpose of this meeting shall be to review the past year's activity and discuss any changes to the following documents: PG Committee Charter, PG Rubric and PG Grant Application.