

# **RULES OF THE MILWAUKEE BOARD OF SCHOOL DIRECTORS**

## **BOARD RULE 2.06 COMMITTEE ON ACCOUNTABILITY, FINANCE, AND PERSONNEL — POWERS AND DUTIES**

The Committee on Accountability, Finance, and Personnel shall have the following powers and duties.

### **(1) ACCOUNTABILITY AND AUDITS**

(a) The Committee on Accountability, Finance, and Personnel shall monitor and assess the progress of the District and its schools in meeting the Board's goals and standards, including performance and program audits and other assessment reports.

(b) The Committee on Accountability, Finance, and Personnel shall consider the District's accountability plan, the district report card, monitoring of reform initiatives, and monitoring of decentralization.

(c) The Committee on Accountability, Finance, and Personnel shall have oversight responsibility relative to the monitoring of organizational performance for all department, functions, initiatives and schools.

(d) The Committee on Accountability, Finance, and Personnel shall consider financial analysis reports and financial audits and monitor compliance with executive limitations.

(e) The Committee on Accountability, Finance, and Personnel shall have oversight of all district audit activities. It shall review the reports of the Office of ~~Board Governance~~ Accountability and Efficiency/Audit Services, (including reports issued by external auditors), as well as reports of the Office of Accountability and Efficiency and of the Administration to ensure that departments, divisions, and schools implement recommendations regarding internal control, compliance, economic sufficiency, and program effectiveness so that the Board can assure the public that all operations and programs funded with public resources are operating effectively, efficiently, and economically.

(f) The Committee on Accountability, Finance, and Personnel shall have all of the Board's books and accounts audited annually by a certified public accountant and shall transmit the respective audits and reports to the Board at its regular meeting within two months after the audit is issued. The audit shall include a report by the certified public accountant on observations and recommendations relating to internal controls and other accounting, administrative, and operating matters.

### **(2) FINANCES**

(a) The Committee on Accountability, Finance, and Personnel shall consider and make recommendations to the Board on all financial matters pertaining to the Board's Contingent Fund, contracts, bids required by law or district policy, modification of technology, student transportation, and attendance-district boundaries;

(b) The Committee on Accountability, Finance, and Personnel shall recommend fund-transfer policies, specifying those transfers that may be authorized by the Superintendent and those which require the Board's review and approval.

### **(3) FACILITIES**

The Committee on Accountability, Finance, and Personnel shall consider and make recommendations to the Board on all facilities matters, including building repairs, alterations and improvements, improvement of grounds, purchases, development of sites, erection of new buildings, additions to buildings, and major alterations and remodeling. No site shall be purchased or leased, nor shall any building be erected or materially altered or remodeled, without resolution duly recommended

by the Committee and passed by the Board, except as the Board shall otherwise provide for in its policies.

#### **(4) PERSONNEL MATTERS**

##### **(a) Appointments, Promotions, and Transfers**

###### *1. Overview*

a. The Committee on Accountability, Finance, and Personnel shall consider and make recommendations to the Board on all personnel matters, including matters pertaining to the appointment of all full-time and regular part-time employees as required by law or district policies; approval of personnel transactions as required by law or district policies, including appointment of probationary personnel; and allocation of appropriated funds for new and vacant positions and student personnel.

b. In conformity with and subject to the provisions of sections 119.18 and 119.32 of the Wisconsin Statutes, the employment, classification, transfer, and promotion of all employees included thereunder shall be acted upon by the Board upon recommendation of an executive officer and approval by the Committee. Classifications and transfer refer to the various groups and divisions of the salary schedules.

###### *2. Probationary Appointments*

Before the monthly meetings of the Committee in December and May, and at such other times as may be necessary, it shall be the duty of the Committee to receive from the Superintendent a report of certificated and recreation and community-education personnel serving on the probationary list who are recommended for continued employment. Upon the Committee's recommendation, the Board shall consider and approve all recommendations.

###### *3. Salary Schedules*

a. The Committee shall consider all proposals or requests for revisions or changes in salary schedules and shall make recommendations thereto. Upon recommendation by the Committee, the Board shall annually determine and fix salary schedules for all of its employees — except the prevailing wage rates, which may be amended by the Board as needed. (A recorded affirmative vote of two thirds of the members of the Board shall be required for the amendment or repeal of the provision concerning the amendment of prevailing wage rates).

b. All schedules of salaries annually fixed by the Board shall be adopted for the same period and on the same year-basis as is the annual school budget adopted by the Board.

###### *4. Salary Increases*

No increase in salary without change in duties and responsibilities — other than automatic training and service increments provided for in salary schedules and increases based on Board-approved changes in the prevailing wage rates — shall be granted, except upon recommendation of the Committee and approval of the Board or by special action of the Board.

###### *5. Teachers' Examination and Appointment*

a. The examination of teachers shall be conducted by the Superintendent and his/her assistants, and the results of such examination shall be available for inspection by the Committee.

b. All appointments shall be to the unassigned list. Assignments shall be made by the Superintendent.

##### **(b) Employee Discipline**

The Committee on Accountability, Finance, and Personnel shall consider and make recommendations to the Board on all disciplinary and evaluation matters as currently set forth in the

MPS Employee Handbook, as well as those matters specified in the Administrators and Supervisors Council's grievance procedures and on the processes for evaluation of principals and teachers.

**(c) Student Rights and Discipline**

The Committee on Accountability, Finance, and Personnel shall review the student rights policy, student discipline, and student complaints.

**(5) SCHOOL CLIMATE AND SAFETY**

(a) The Committee on Accountability, Finance, and Personnel shall consider, monitor, assess, and make recommendations to the Board on all matters pertaining to school and district safety and security.

(b) The Committee on Accountability, Finance, and Personnel shall review, monitor, and make recommendations to the Board on all district safety and security plans and procedures, including emergency plans and procedures related to fire, safety, and health codes and statutes.

(c) The Committee on Accountability, Finance, and Personnel shall consider, review, and monitor all school climate and culture issues that present safety concerns, including neighborhood safety issues that could impact on schools and on the District.

(d) The Committee on Accountability, Finance, and Personnel shall receive and consider the recommendations of community partners, City departments, and other non-MPS entities that relate to district safety and climate issues.

(e) The Committee on Accountability, Finance, and Personnel shall consider and make recommendations regarding transportation safety and safe-passage matters.

History: Revised 07-29-10, 11-19-15; 03-24-22

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