



# Committees

Committees are critical to MSL's future growth. Committee members envision, create, and **execute** our strategic plan.

Meetings generally occur once monthly. Please reference the school calendar for details.

The success of committee projects requires both experts in their related fields, and also adept event planners, communicators, strong leaders and enthusiastic implementors.

Please consider offering your time and lending your skills.

## FINANCE

The Finance Committee reviews and recommends financial policies and procedures. This committee oversees the development of the annual budget in close collaboration with the Head of the School and presents the budget to the Board for approval. The Finance Committee oversees financial operations, provides the Board with regular reports, and coordinates an annual external audit. It also oversees the school's investments and recommends specific investment strategies to the Board.

## DEVELOPMENT

The Development Committee oversees all fundraising efforts for the school. The committee sets policy for receiving gifts and conducting fundraising. The development committee approves all fundraising events and may appoint ad hoc committees to implement specific events. The committee itself plans the Annual Fund Drive and Capital Campaigns. Committee members take an active role in cultivating and soliciting major donors, grants and also train board members in the art of donor solicitation.

## BUILDING AND GROUNDS

The Building and Grounds Committee oversees the other important category of the school assets: property, building and major equipment. The committee ensures that property is maintained and renovated to meet program needs. Members monitor the safety of the school's physical environment, as well as conformity to other regulatory requirements, i.e., fire and building codes. The Building and Grounds Committee makes recommendations for capital improvements.

## SPECIAL PROJECTS

The special projects committee works to create programs for students and teaching faculty. The primary job of the committee is to analyze, design, develop, implement, and evaluate programming that would benefit the students and teachers. This committee focuses primarily on professional development for educators, social justice programs, academic clubs and sports teams for students and alumni outreach.