

## **Education Strategic Action Plan**

Established 2021

### **PURPOSE**

The mission of the Education Committee is to provide quality communication and education opportunities that support WACO affiliates as smart, effective and ethical leaders, which support a greater understanding of our respective roles and which are not redundant with endeavors undertaken by the individual affiliates. The Education Committee endeavors to make WACO a go-to entity for WACO members, partners and citizens on county matters involving our affiliate roles and duties.

### **AUTHORITY**

- WACO Constitution and Bylaws Article VIII, Section 8.3
- Committees Policy adopted September 27, 2016, last amended March 9, 2021
- The Education Strategic Action Plan was adopted by the WACO Board of Trustees March 10, 2021

### **BACKGROUND**

WACO provides a portfolio of methods spanning tenure, leveraging technology, and conducted with an effective use of financial resources. Our education is provided by WACO members and staff, affiliates, state agencies, contracted speakers, and partners such as MRSC, WSAC, and the CJTC. The portfolio includes, but is not limited to:

- In-Person Training,
- Remote Training,
- Training Library,
- Resource Sharing,
- Peer Sharing,
- Conferences,
- Social Media and Other Online Sharing.

The education topics in the portfolio include tools for being a county official that advance WACO members' skills, knowledge, and available resources, as well as collective wisdom on county government functions and operations. This includes current laws, statute changes, and legislative proposals; the history and context for county operations and WACO affiliate offices; and leadership and management skills.

In order to foster a healthy and robust education platform the WACO Education Committee provides leadership, generates ideas, participates in program and policy discussions with WACO leadership regarding education, and represents the WACO membership on identifying future education needs.

Success for the Education Committee is creating a process for which they can deploy a diverse training offering for all members and the trainings are high quality and well-received.

## **POLICY**

1. The Education Committee shall facilitate the recommendation of WACO education programs.
  - a. During the December Education Committee meeting, the committee will review past education opportunities, and prepare questions for the membership to track satisfaction of the past year's opportunities, and solicit interest for topics in the forthcoming year.
  - b. WACO staff shall collate results for data analysis, and progress tracking for upcoming trainings.
  - c. During the February Education Committee meeting, the committee shall review membership survey results to identify potential topics for the year's training opportunities not limited to the conference, in person, and online opportunities.
2. In March, annually, the Education Committee shall review the current year's education budget in order to provide feedback for the subsequent year's funding levels to the WACO Executive Director and executive officers.
3. In April annually, Education Committee meeting, the committee is to finalize education program recommendations to the Executive Director and executive officers, prior to the annual Budget Committee meeting, a summary of the proposed education program(s) for the ensuing year.
  - a. As part of the program recommendations, annually the Education Committee shall assess needs related to legislative training for the WACO membership.
4. The Education Committee shall assist the Executive Director with recommendations in the planning of the annual meeting.
  - a. Responsible for facilitating the development of WACO education programs including planning education, meeting, and speaker events during the annual conference.
    - i. The Education Committee is to review a draft agenda for the annual conference that includes potential time blocks for events during their April committee meeting.
    - ii. During the months of April and May the Education Committee member consults with their affiliates to secure time requests for affiliate and/or cross affiliate meetings.
    - iii. During the June Education Committee meeting the Education Committee reviews the draft agenda for the annual conference and recommends approval or changes.

- b. The Education Committee shall assist in the planning of the annual business meeting.
5. During or prior to each Education Committee meeting, committee members shall report any upcoming affiliate trainings in order to eliminate redundant trainings, and highlight potential opportunities.