

Seward County CASA
Policies, Procedures and Program Committee Goals and Mission Statement

Mission Statement: The Policies, Procedures and Program Committee shall be responsible for reviewing and approving Standards and Policies to guide program administration.

Standards:

- Review and update the first three standards of the Program's Policy and Procedures Manual by December 2005.
- Review and update standards four through eight of the standards of the Program's Policy and Procedures Manual by December 2006.
- Review and update standards nine through twelve of the standards of the Program's Policy and Procedures Manual by December 2006.

Evaluation:

- Annual evaluation of the director. Completed by the Chairperson. Evaluation method approved by the Policies, Procedures and Program Committee. Completed evaluation reviewed by the Board of Directors.
- Annual evaluation of the CASA Volunteers. To be completed by the CASA Director. Evaluation method approved by the Policies, Procedures and Program Committee. Completed evaluations reviewed by the Board of Directors.
- Annual evaluation of support staff. To be completed by the CASA Director. Evaluation method approved by the Policies, Procedures and Program Committee. Completed evaluations reviewed by the Board of Directors.
- Annual satisfaction survey. Survey groups include: parents, case workers, CASA Volunteers, Guardian ad litem, parent's attorneys, Nebraska State CASA Association Director and the Judge. To be completed by interns. If interns are not available, then the Policies, Procedures and Program Committee will conduct satisfaction survey.

Approved 1/3/2006 by the Board of Directors