

Internal Operations

SUBJECT: COMMITTEES OF THE BOARD**Committee as a Whole**

The Board, both as a State agency and as the representative body of the people of the District on school matters is legally responsible for the education of all children in its own District. Therefore, it must formulate all policies and approve all plans for education in that District.

Individual Board members or committees cannot assume or be delegated power to act for the Board except in specific instances where prior approval of the Board has been obtained. Any act or statement of Board members or committees to be binding or have official meaning must have prior approval of the Board.

Temporary Committees

Committees will be formed at the request of the Board from time to time to study a specific problem or perform a specific job. Membership on these committees shall be determined by the Board based on the task to be performed. These committees may be in part or completely composed of Board members, professional educators, and/or residents of the District. The committee will report to the Board periodically and at the completion of the task.

Committees are advisory bodies and cannot be delegated to act for the Board except in specific instances where action and mode of carrying it out have received prior approval at a Board meeting. Committee reports should be submitted to the Board in writing. All committee publicity releases to newspapers must be authorized by the Board.

Appointments to advisory committees should be on the basis of interest, experience, concern, and objectivity. No one shall be appointed as representative of any group or area.

Citizens and Staff Committees

The Board of Education encourages the formation of citizens' committees to study and make recommendations to the Board on phases of the educational program, administration, policy, building plans, or other facets of Board jurisdiction where they feel such participation will be advantageous to the overall educational program. The Board of Education will, by appointment, meet with any such group or individual and seriously consider recommendations made in good faith and with the interest of the overall District in mind.

The Board encourages the formation of staff committees on professional matters. Laypersons may be associated with such committees where they may make a contribution.

(Continued)

SUBJECT: COMMITTEES OF THE BOARD (Cont'd.)**Board Committees**

The Board will meet as a committee of the whole for the transaction of official Board business. From time to time, Ad Hoc committees of the Board may be required to perform a specific function. Any such committees will cease to exist when the specific function has been completed.

While it is intended that the Board operate as a committee of the whole it may be advantageous, at some point in time, to have standing committees for specific, continuing functions.

Visitation Committees

The Board of Education shall appoint one or more committees, to visit every school or department at least once annually, and report on their condition at the next regular meeting of the Board (Refer to Policy #2350, School Visits by Board Members and Policy #3210, Visitors to the School).

Meetings of Committees of the Board of Education

All committees and/or sub-committees of the Board of Education must abide by the provisions of the Open Meetings Law. Such committees must meet publicly, go into executive session only on a motion and only for one of the permitted topics, give advance notice of meetings, make public minutes and otherwise comply with all requirements of the Open Meetings Law.

The only exceptions to this policy are District Committee meetings called by the administration rather than the Board of Education and meetings of the Committee on Special Education.

Education Law Section 1708
Public Officers Law, Article 7

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