

213 BOARD OF EDUCATION COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the Board of Education.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the Board of Education to designate Board of Education committees or subcommittees when it is determined that a committee process facilitates the mission of the Board of Education.
- B. The Board of Education has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the Board of Education and the school district.
- C. A Board of Education committee or subcommittee will be formed by Board of Education resolution which shall outline the duties and purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has only such authority as specified by the Board of Education.
- E. The Board of Education will receive reports or recommendations from a committee or subcommittee for consideration. The Board of Education, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The Board of Education also may establish such ad hoc committees for specific purposes as it deems appropriate.
- G. The Board of Education reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the Board of Education shall not appoint a subcommittee of that committee without approval of the Board of Education.

III. APPOINTMENT OF COMMITTEES

- A. The Board of Education hereby appoints the following standing committees:
 - 1. Audit Committee
 - 2. Long Term Facilities Maintenance/Capital Projects Committee
 - 3. Personnel Committee
- B. The Board of Education will establish, by resolution, for each standing or ad hoc committee the number of members, the term and the charge or mission of each such committee.
- C. The Board of Education chair shall appoint the members of each standing or ad hoc committee and designate the chair thereof.

IV. PROCEDURES FOR BOARD OF EDUCATION COMMITTEES

- A. All meetings of committees or subcommittees shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.
- B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the Board of Education.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the Board of Education.
- D. The committee or subcommittee shall designate a secretary who will record the minutes of actions of the Board of Education committee.
- E. The power of a committee or subcommittee of the Board of Education is advisory only and is limited to making recommendations to the Board of Education.
- F. A committee or subcommittee of the Board of Education shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the Board of Education.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)