

## **213 SCHOOL BOARD COMMITTEES AND APPOINTMENTS**

### **I. PURPOSE**

The purpose of this policy is to provide for the structure and operation of committees and subcommittees of the School Board, and guidance for School Board members appointed to other councils, committees, and local/state/national organizations.

### **II. GENERAL STATEMENT OF POLICY**

The School Board believes that Board committees and appointments enable board members to delve into governance matters in greater detail than is possible at the full board level. In-depth committee work builds governing expertise among board members, while also strengthening their sense of ownership and commitment, which ultimately improves the quality of board decision making. Board decisions that are supported by detailed standing committee work are firmer because of the ownership that is built at the committee level.

- A. It is the policy of the school board to designate standing school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board 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 school board.
- E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board also may establish ad hoc committees for specific purposes as it deems appropriate.
- G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.
- I. Similarly, the school board has determined that appointments to other committees, councils and organizations facilitates the operation of the School Board and the school district.
  - 1. The School Board will appoint board members to serve as liaisons to these committees and organizations. No more than three board members shall be designated to any one appointment, unless the board attends on a rotating schedule.
  - 2. When appropriate, a board member may serve on the board of another organization.

### III. STANDING COMMITTEES

- A. The school board hereby appoints the following standing committees:
  - 1. Finance and Operations
  - 2. Human Resources ~~Services~~
  - 3. Teaching and Learning
  - 4. ~~Stakeholder~~ Community Relations
  - 5. Superintendent Evaluation, Compensation and School Board Development
  - 6. Facilities Development and Long-Range Planning
  - 7. Policy and Regulation Review
- B. The school board will establish, by resolution, for each standing or ad hoc committee the charge or mission of each such committee.
- J. The school board reserves the right to define the term, members, and number of members for each committee. When such committees include district teachers the board agrees to discuss the appointment with the "exclusive representative" of the teacher's bargaining unit, as defined in the Public Employee Labor Relations Act (PELRA), concerning the nature and purposes of the committee and the basis for determining teacher representation.
- K. The school board retains the right to determine procedures and guidelines for all standing committees, but may grant the committee the freedom to develop such procedures and guidelines appropriate to its purpose on its own accord.
- E. The school board chair shall appoint the chair of each standing or ad hoc committee.
- F. The Superintendent is directed to name an administrative liaison to each standing committee

### IV. PROCEDURES FOR SCHOOL BOARD 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 school board.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.
- D. The committee or subcommittee shall record the minutes of actions of the school board committee.

- E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- F. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

**V. PROCEDURES FOR SCHOOL BOARD APPOINTMENTS**

- A. School board members who serve as liaisons may report on the actions of the organization to the full board, and may bring recommendations or legislation from such organizations to the full board for a vote.
- B. Action taken by a board liaison shall not obligate the school board.
- C. A board liaison, when appropriate, shall clarify that his/her powers are only advisory, and any binding action must be voted upon by the full school board.

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

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