

BOARD INTERNAL ORGANIZATION  
INTERNAL COMMITTEES

BDB  
(LOCAL)

**Note:** For advisory committees that include staff, parents, community members or students, see BDF.

**Board Committees**

For purposes of this policy, a Board committee is a committee composed only of current Board members.

Formation of a Board committee shall be by Board action. When establishing a Board committee, the Board action shall, at a minimum, specify the:

- Number of Board members on the committee;
- Process to appoint Board members to the committee;
- Term of committee membership;
- Responsibilities of the committee.

A Board committee shall be fact-finding, deliberative, and advisory and shall make recommendations in the areas of their responsibility. Board committees shall report their findings and recommendations to the Board and shall not assume administrative duties or responsibilities.

**Transacting  
business**

Unless specified by the Board, a Board committee shall not have final decision-making authority. Board committee recommendations must be report to the Board at a regular or special meeting. The Board shall not accept a Board committee's recommendation without due consideration of the matter.

**Dissolution**

A Board committee shall be dissolved upon Board action.

**Committee Vacancy**

In the event a vacancy occurs on the Board resulting in the loss of a member from a special committee, a replacement may be appointed to the committee by the Board immediately following the appointment of a replacement member to the Board..