## 9020 - <u>Standing Committees</u>

All committees The standing committees (HR, Business, Education) shall hold meetings as often as may be necessary at least monthly for the due consideration of matters properly belonging to each. They shall submit a written report on any matter which is referred to them at the first meeting after such reference, unless further time be granted by the School Board.

Communications, petitions, or other matters addressed to the School Board shall be received by the Clerk administration and the Clerk administration shall immediately:

- 1. Produce and distribute copies to all School Board members.
- 2. Post the addressed material for public review in an assigned location.
- 3. Forward material to the Superintendent for assignment to a standing committee agenda for his/her review.

## <u>Communications, petitions, or other matters will not be posted for public review if</u> <u>the materials include private personnel or educational data, attorney-client</u> <u>privileged data, or other non-public data under the Minnesota Government Data</u> <u>Practices Act.</u>

Agendas for standing School Board committees shall generally be developed <u>per Policy 8085</u>. by the Superintendent in consultation with the committee chairperson, with the understanding that all School Board members are entitled to place items for consideration on the agenda of any standing committee.

The chairperson of each committee shall prepare the monthly report of the committee so that a copy may be mailed to each member of the School Board at least two days prior to the School Board meeting at which the report is to be presented.

All School Board members shall be notified of the time and place of all standing committee meetings as far in advance as possible. School Board members are welcome <u>and encouraged</u> to attend and participate in all standing committee meetings.

## References : MSA 123.33 MSA 123.35 -MSA 123B.02, MSA 123B.09

Adopted: 6-9-70 ISD 709

Revised: 6-8-76 6-20-95 6-15-2010