

BOARD OF EDUCATION – ~~ADVISORY~~ SCHOOL BOARD COMMITTEES

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to designate 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 such 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.

III. APPOINTMENT OF COMMITTEES

- A. The school board hereby appoints the following standing committees:

ISD NO. 31 MSBA 213

SBR 100-10-4

ORIGINAL: 19 NOVEMBER 1980

REVISED: ~~20 MAY 1996~~ 20 MAY 2024

1. Finance including Long Range Planning

2. Curriculum

3. Personnel

4. Facilities

5. Technology

6. Policy

B. The school board 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 school board chair shall appoint the members of each standing or ad hoc committee and designate the chair thereof.

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 designate a secretary who will 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.

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

~~The following shall govern the appointment and functioning of district advisory committees:~~

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1. ~~Advisory committees may be created by the Board to serve as task forces for special purposes or to provide continuing consultation in a particular area. There shall be no standing overall advisory committee to the Board.~~
2. ~~If the advisory committee is required by state or federal law, its composition and appointment shall meet all the guidelines established for the particular type of committee.~~
3. ~~The composition of task forces and any other district advisory committees shall be broadly representative and shall take into consideration the specific tasks assigned to the committee; members of the professional staff may be appointed to the committee as members or consultants.~~
4. ~~Appointments to such committees shall be made by the Board; appointment of staff members to such committees shall be made by the Board upon recommendation of the Superintendent.~~
5. ~~Tenure of committee members shall be set by the Board.~~
6. ~~Each committee shall be clearly instructed concerning:~~
 - a. ~~The length of time each member is being asked to serve.~~
 - b. ~~The service the Board wishes the committee to render; the extent and limitations of its responsibilities.~~
 - c. ~~The resources the Board will provide.~~
 - d. ~~The approximate dates on which the Board wishes to receive major reports.~~
 - e. ~~Board policies governing citizen committees and the relationship of these committees to the Board as a whole, individual Board members, the Superintendent, and other members of the professional staff.~~
 - f. ~~Responsibilities for the release of information to the press.~~
7. ~~Recommendations of committees shall be based on research and fact.~~
8. ~~A Board of Education possesses certain legal powers and prerogatives which cannot be delegated or surrendered to others. Therefore, all recommendations of an advisory committee must be submitted to the Board for action.~~

~~The Board shall have the sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.~~