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## **213 SCHOOL BOARD COMMITTEES**

### **I. PURPOSE**

The purpose of this policy is to provide for the general 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 committee or subcommittee is advisory in nature and has only such authority as specified by the school board.
- D. 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.
- E. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.
- F. The school board reserves the right to limit, create or abolish any committee as it deems appropriate.
- G. A committee of the school board may not appoint a subcommittee of that committee without approval of the school board.

### **III. APPOINTMENT OF COMMITTEES AND REPRESENTATIVES**

A. The school board hereby appoints the following committees:

- 1. Buildings and Grounds
- 2. Transportation Negotiations
- 3. Classified Employee Negotiations
- 4. Teacher Negotiations

5. Administrative Negotiations
6. Finance/Insurance
7. Delano City/School

Job Descriptions for each committee:

1. Buildings and Grounds Committee
  - Oversees maintenance, safety, and long-term planning of district facilities and grounds
  - Works with staff to assess needs, monitor repairs, and plan improvements
  - Ensures buildings are safe and functional.
2. Transportation Negotiations Committee
  - In partnership with the superintendent, facilitates contract negotiations with the transportation provider.
  - Covers wages, routes, working conditions, and service expectations.
  - Ensures affordable, reliable student transportation.
3. Classified Employee Negotiations Committee
  - Represents the board in negotiations with non-licensed staff (e.g., paraprofessionals, custodians, secretaries).
  - Focuses on fair wages, benefits, and work conditions within budget constraints.
4. Teacher Negotiations Committee
  - Represents the board in negotiations with the teachers' union.
  - Discusses pay and benefits.
  - Ensures contracts support quality teaching and stay within budget.
5. Administrative Negotiations Committee
  - Facilitates negotiations with administrators (principals and superintendent).
  - Reviews salaries, evaluations, and responsibilities.
  - Balances competitive pay with fiscal responsibility.
6. Finance/Insurance Committee
  - Monitors the district's health insurance status.
  - Reviews budgets, audits, and forecasts.
  - Oversees insurance and long-term planning.
  - Along with the superintendent keeps the board updated on budget impacts.
7. Delano City/School Committee
  - Serves as liaison between the school board and city officials.
  - Collaborates on growth, safety, shared projects, and facility use.
  - Promotes cooperation for the good of the community.

B. The school board hereby authorizes the appointment of representatives to the following organizations and committees:

1. Meeker and Wright Special Education Cooperative (MAWSECO)
2. Wright Technical Center
3. MN High School League and Activities Council
4. Safe Schools
5. SchoolsAdvocating for Fair Funding (SAFF)

Job Descriptions for each committee:

1. Meeker and Wright Special Education Cooperative (MAWSECO)
  - Purpose: Represent the district in a multi-district cooperative delivering special education services.Responsibilities:
  - Attend MAWSECO board meetings
  - Approve budgets, programs, and policies
  - Ensure compliance with special education laws
  - Communicate cooperative updates to the Delano Public School Board
2. Wright Technical Center (WTC)
  - Purpose: Support regional career and technical education programs.Responsibilities:
  - Participate in WTC governance meetings
  - Approve budgets and programming decisions
  - Promote student engagement in trades and technical fields
  - Share program updates with the Delano Public School Board
3. MN High School League and Activities Council
  - Purpose: Serve as a liaison between the district and the MSHSL.Responsibilities:
  - Ensure compliance with league rules and eligibility
  - Support student involvement in extracurricular activities
  - Report on trends and issues related to school activities
4. Safe Schools Committee
  - Purpose: Help create and maintain a safe learning environment.Responsibilities:
  - Collaborate with law enforcement and county agencies
  - Review safety plans and mental health supports
  - Network on latest emergency planning county-wide
5. Schools Advocating for Fair Funding (SAFF)
  - Purpose: Advocate for equitable and adequate school funding at the state level.

Responsibilities:

- Attend SAFF meetings and legislative briefings
- Communicate funding needs to state lawmakers
- Coordinate with other districts on advocacy efforts
- Keep the board informed on legislative impacts

C. For each committee, the school board will establish the number of members and their term.

#### **IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES**

- A. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.
- B. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- C. 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:*** None

***Cross References:*** MSBA/MASA Model Policy 201 (Legal Status of the School Board)  
MSBA/MASA Model Policy 203 (Operation of the School Board –  
Governing Rules)  
MSBA Service Manual, Chapter 13, School Law Bulletin  
“C” (Minnesota’s Open Meeting Law)