



213.1PR SCHOOL BOARD COMMITTEES PROCEDURE

I. ESTABLISHING COMMITTEES, AND ASSIGNING MEMBERS

- A. In odd numbered years, the school board shall establish each standing committee, the number of members, the term, and the mission of each such committee during the organizational meeting. In even numbered years, the board will have a committee check-in discussion during the organizational meeting.
- B. To ensure all board members are prepared to establish standing committees at the Organizational Meeting, the chair shall add “standing committee recommendations” as a discussion topic to the board's calendar for the December work session in even numbered years.
- C. The school board may establish an ad hoc committee, during a work session by general agreement, when it is determined that a committee process facilitates the mission of the school board.
- D. The school board chair shall appoint the members and designate a chair for each committee.
- E. The school district website shall be updated ~~annually~~ (in January of odd numbered years or at other times as directed by the school board) to include the name, members, and mission of each standing committee of the school board.

II. OPERATION OF COMMITTEES

- A. All meetings of committees 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 shall focus on its mission as established by the school board. The committee may not create subcommittees without board direction.
- C. Each committee shall make recommendations for the school board’s consideration. ~~by a majority vote of the committee.~~
- D. The committee shall designate a chair who will record the minutes of actions of the school board committee.
- E. The power of a committee of the school board is advisory only and is limited to making recommendations to the school board.
- F. A committee of the school board shall, when appropriate, clarify in any dealings with the public and the board that its powers are only advisory to the school board.