

Morrow County School District

Code: **BCE – AR-1**
1st Reading Revision 2/9/04
Adoption 3/8/04
Modified 11/08/04
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Community Education Committees - AR

1. Membership
 - A. Each committee shall consist of six (6) elected members, the principals and three (3) ex-officio members.
 1. Composition of the Boardman Community Education Committee shall be: the principals from each of the three schools, six (6) elected members of the Boardman community. The ex-officio members shall be two (2) board members, and the Morrow County Superintendent of Schools.
 2. Composition of the Heppner-Lexington Community Education Committee shall be: the principal from the schools and six (6) elected members of the Heppner-Lexington community. The ex-officio members shall be two (2) board members, and the Morrow County Superintendent of Schools.
 3. Composition of the Irrigon Community Education Committee shall be: the principals from each of the three schools, and six (6) elected members of the Irrigon community. The ex-officio member shall be two (2) board members, and the Morrow County Superintendent of Schools.
 - B. Elected members of each committee shall be elected to at-large positions by the voters of Morrow County School District. Each term shall be for four (4) year terms. A person may be elected to a Community Education Committee as long as they reside in the attendance area of the committee.
 - C. When a vote of the committee is required, only the elected members shall vote. For voting purposes, 4 of the 6 voting members need to be present to constitute a quorum of the committee.
2. Meeting Time, Place and Structure
 - A. Each committee shall meet one time each month, ~~August through May~~ **October, November, December, February, March and May.** The ~~August~~ **September, January & April** meetings each year shall be a joint meetings of all the Community Education Committees. The ~~August~~ **September** meeting shall be an organizational and training meeting. The Board may at its request have a ~~second~~ **additional** joint meetings of the Community Education Committees each year.
 - B. All meetings shall be at 7:00 pm and shall rotate between and among the communities. Said meetings shall be held on the third Tuesday of each month for the Boardman Education Committee, the third Monday of the month for the Heppner-Lexington Community Education Committee, and the third Wednesday for the Irrigon Community Education Committee.

- C. An elected member of each committee shall be elected facilitator for the year and shall set, publish and distribute the agenda five (5) days prior to the meeting date. Members wishing to place items on the agenda shall have them to the facilitator at least seven (7) days prior to the meeting. An elected member for the committee shall be elected secretary for the year and shall publish and distribute a copy of the draft minutes within five (5) days of the meeting. Said minutes shall be distributed to all members and ex-officio members of the committee, as well as the principals of all schools in the district. A copy of the minutes when approved shall be available in each school building that is a part of the committee.

3. Committee Purposes

- A. The purpose of these committees is to provide input and advice to the Board of Directors through their principals concerning the District's schools in the following areas:
 - 1. To be a sounding board to the principals concerning the programs and curricula of the schools.
 - 2. To provide a critical eye to the facilities, so that maintenance can be planned for and changes anticipated.
 - 3. To provide input to the Board on requested items.
 - 4. To disseminate information to their respective communities through reports delivered to the committees during the meetings from the Board of Directors and the superintendent.
- B. Because of confidentiality, collective bargaining agreements and other intricacies of the law, personnel shall not be the concern of the committees. Members hearing concerns from patrons should encourage them to take their concerns to the principals after the patrons have discussed them with the teacher. Concerns are best solved at the lowest level.

4. Agenda

- A. The agenda listed as policy BCE AR-2, shall be used and published by each committee. Each committee may add to the agenda but may not subtract from it.