140 - BOARD COMMITTEES

Committees Generally
All Board committee meetings shall be open to the public.

Should non-committee members of the Board attend a committee's meeting so that a quorum of the Board is in attendance, those non-committee Board members shall not participate in any deliberations of the committee. Such non-committee Board members shall be limited to asking informational questions and questions of clarification of any information presented. If non-committee members will deliberate in the committee meeting's discussion, the meeting should be posted as a meeting of the full Board. If the additional Board member(s) will only be observing, the posting should indicate their attendance is for observing and not for participating in discussion.

Committees shall have no power or authority to act on behalf of the Board unless specifically authorized by the Board.

Committee of the Whole
The Holt Public School District's Board of Education shall meet as a Board or a committee of the whole.

Board Standing Committees
The Board will determine its standing committees. Each committee will be composed of three Board members appointed annually by the Board president. A committee shall meet as frequently as it deems necessary to accomplish the mission assigned to it by the Board. It shall be the responsibility of the chair of the committee to report to the Board on the progress and activities of the committee.

At the request of the committee or on the initiative of the Superintendent, the Superintendent shall:

- Assign such school personnel to assist a committee in its study.
- Exercise his/her discretion in providing such personnel.
- Make available to committee information and materials as needed and as may be available at reasonable times and reasonable cost.

Whenever, in the opinion of the Board, there is no longer a need for a standing committee, the Board shall dissolve the committee by appropriate Board action.

Ad Hoc Committees
The Board President may establish Ad Hoc committees, as deemed necessary. The Board President will name the Chairperson along with the other two members to serve on the Ad Hoc committee. The type and function of each committee shall be dictated by the needs for the services of an Ad Hoc committee. Each committee shall organize itself with assistance from the Superintendent. The Superintendent shall provide appropriate District material to each committee.

A line of communication shall be established between each Ad Hoc committee and the Superintendent and the Board. Each Ad Hoc committee shall report to the Superintendent and/or the Board as the Board may require.

An Ad Hoc committee shall not continue as a committee beyond one year in length. If the need for the Ad Hoc committee still exists at that time, it will become one of the Board's Standing Committees subject to Board approval.

Special Committees

The Board may establish special committees, as it deems necessary. The Board will name the Chairperson along with the other two members to serve on the special committee. The type and function of each committee shall be dictated by the needs of the District for the services of a committee. The Board shall approve all members of special committees. Each committee shall organize itself with assistance from the Superintendent. The Superintendent shall provide appropriate District material to each committee.

A line of communication shall be established between each committee and the Superintendent and the Board. Each committee shall report to the Superintendent and/or the Board as the Board may require.

Approved: 03/14/2001; 04/13/15
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