

More on Committees

Common Committees

- Policy
- Finance
- Curriculum
- Compensation
- Athletic
- Safety
- Others depending on issues facing the district

Sample Resolution to Form a Committee

Be it resolved that the [DISTRICT NAME] Board of Education hereby establishes a Budget and Finance Committee with authority to review, investigate, advise, and recommend to the board on all matters related to school district financial forecasting and financial reporting. The committee shall operate according to Board bylaws section 0155. The committee shall operate in consultation with the Superintendent and Treasurer or their designees and the Board's attorney as required for the performance of its duties. The board appoints John Wayne as chairman and Tina Turner as member of the Budget and Finance Committee until the board appoints successors or the board's next organizational meeting.

Board vs. Administration

Parameters of a Board lead committee:

- Chaired by an appointed board member
- Agenda set by the chairman
- Subject to the open meetings law (notice and minutes required)
- Board sets the agenda in consultation with administration
- Committee recommendations approved by a vote of participating board members
- Administration supports the committee
- Committee chairman reports to the board
- Committees make recommendations not decisions on behalf of the board

Parameters of an Administration lead committee:

- Chaired by a district administrator
- Agenda set by the administrator assigned
- Likely subject to the open meetings law (consult the Board's attorney)
- Board members are members of the committee
- Committee provides feedback to administration
- Board approves membership (see policies)
- Advice from an administrator led committee may be incorporated into recommendations that come to the board for approval

NOTE: a committee comprised of only board members and/or the board's employees (may be subject the open meetings laws).