

() Required
(X) Local
() Notice

BOARD COMMITTEES AND CITIZEN ADVISORY COMMITTEES

The Board of Education may establish “standing” (permanent) and/or ad hoc (temporary) committees and/or Citizen Advisory Committees (CAC’s) (temporary), as appropriate, to support the work of the Board. The Superintendent shall serve as an ex-officio member of all committees to which they are not appointed. Committees shall undertake studies and make reports or recommendations as charged by the Board, but shall not act on behalf of the Board. Committee meetings provide information and an opportunity for dialogue among board members, staff and community members during the formulation of programs and plans of action.

Standing Committees

Using a balanced approach committees shall be composed of board members, administrators and other appropriate stakeholders (residents, non-administrative staff and those with specialized knowledge).

Standing committees shall be co-chaired by a board member and administrator appointed by the board at the annual reorganization meeting. Additional board members shall be recruited by the (board) co-chair and approved at another board meeting usually before the end of summer. To help ensure diverse stakeholder involvement it is the boards intent to limit board membership to 2 or 3 board members on each committee..

Committee co-chairs, shall recruit and appoint additional stakeholders on the basis of interest, experience, expertise, and concern while maintaining a balanced committee; usually before the end of summer.

At the discretion of the committee co-chairs, meetings shall be open to the public or closed meetings. However if board membership includes 4 or more board members (a quorum) or board membership comprises a majority of the committee, that committee must adhere to the provisions of Open Meetings Laws. Board members who are not assigned to a committee have the same rights as other members of the public. For example: they can sit with the “audience” during open meetings and ask to speak when that opportunity is available to the entire audience.

Ad Hoc Committees

Ad Hoc committees, of a temporary nature, shall be established at the discretion of standing committee chairs (or the board) to assist in analyzing data or otherwise focus on limited tasks to improve the effectiveness of the full standing committee. Such committees will be closed to the public except as required by open meetings laws. Ad hoc committee meetings would not normally be posted.

Citizen Advisory Committees (CAC)

The Board shall, at its discretion and in accordance with state law and regulation, appoint Citizens Advisory Committees of representative residents of the district to meet with the Board to provide advice and reaction about important matters before the Board which may have special significance for the community.

Each citizens committee organized by the Board shall be appointed and discharged by official Board resolutions. Resolutions appointing such committees shall state specifically the scope of the work of the committee.

Appointments to Citizens Advisory Committees shall be on the basis of interest, experience, expertise, and concern. No one shall be appointed as a representative of a specific group or area, unless it is the express purpose of the Board to have all areas of the community represented, in which case the Board will, in its discretion, appoint representative members of every such group or area. The Board shall make every effort to form a committee that is representative of the entire community.

The Board reserves the right to terminate any committees at any time. Where practicable, the Board will endeavor to provide 30 days of notice, with a reason, to dissolve or postpone the work of a committee.

Any official policy-level action shall be in the sole discretion of the Board. The Board is in no way obligated to follow committee recommendations. The Board has the right to accept, reject, or modify all or any part of a committee recommendation.

Ref: Education Law §§4402; 4601 8 NYCRR
§135.3(b)(2), (c)(2)

Adoption date: November 18, 2015

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