

## BOARD COMMITTEES

Whenever the board deems it necessary, the board may appoint a committee composed of citizens, employees and/or students to assist the board. Committees may be formed by board vote, board resolution, and/or if the board designates authority, through the Superintendent. The vote, resolution, and/or designation will outline the duties and purposes of the committee. Once formed, the duties and purpose will be recorded in writing for the existence of the committee. Only the board, or if designated, the Superintendent may change the duties and purpose of the committee. Committees are advisory in nature and have no duty or responsibility other than that specifically stated in the board resolution, vote or designation.

There are two types of committees the board may form depending on the purpose of the committee:

Standing committees are formed to research, analyze, develop deeper knowledge and possibly to provide recommendations to the board on topics that require continuous, ongoing attention. These committees continue to exist and offer recommendations to the board and will only dissolve by board action.

Ad hoc committees are formed to research, analyze, develop deeper knowledge and possibly to provide recommendations to the board on topics that have a one-time, specific purpose. These committees will automatically dissolve upon the delivery of its final recommendation to the board or upon the completion of the duties outlined in the board resolution, vote, or designation.

When possible, and when the necessary expertise required allows, the committee members will be representative of the school district community and will consider the various viewpoints on the subject matter. The board may designate one or more board members and the superintendent to serve on a committee. The committee will select its own chairperson, unless the board designates otherwise.

The board will consider any recommendations received from the committee. The board retains the authority to make a final decision on all issues. Committees may be subject to the open meetings law

***NOTE: Most, if not all, board committees are subject to the open meetings law just as the board is. The only difference between the two bodies is that committees are not required to publish their minutes. That is only a requirement specifically for school boards, not a requirement of the open meetings law.***

Legal Reference: Iowa Code §§ 21; 279.8; 280.12(2) (2007).  
281 I.A.C. 12.3(3), .3(8); .5(8).  
O.A.G., Nov. 18, 1993

Cross Reference: 103 Long-Range Needs Assessment  
211 Open Meetings  
212 Closed Sessions  
215 Board of Directors' Records  
605.1 Instructional Materials Selection  
900 Principles and Objectives for Community Relations