

CSD 13 SCHOOL BOARD

POLICY NUMBER: 2.04

Adopted: 12/2/97

Previous Revision: 5/4/04, 1/2/07, 2/4/14

Revised: 3/7/17

DEER ISLE-STONINGTON CSD BYLAWS

Board Standing Committees

The School Board shall authorize the establishment of standing committees as it finds necessary to make recommendations for School Board action. The following rules will govern the appointment and function of such subcommittees:

- A. The standing committee shall be established through action of the School Board. A motion to establish a standing committee shall state the purpose and responsibilities of the committee and set the number of members comprising the committee.
- B. The standing committee will be provided with a School Board approved, written list of its specific functions, duties and reporting deadlines (the “charge”).
- C. The standing committee members shall be appointed annually by the School Board from among the membership of the Board. For existing standing committees, appointments will be made at or as soon as practicable after the School Board's annual organizational meeting.
- D. The number of members on a standing committee and/or responsibilities of a standing committee may be modified at any time by a vote of the School Board.
- E. Each standing committee shall elect its own chair.
- F. Any standing committee may be dissolved at any time by a vote of the School Board.
- G. Any School Board member may attend standing committee meetings, but only appointed members of the committee may vote.
- H. Any member of the standing committee who is absent from three consecutive meetings without committee approval will not continue as a member of the committee.
- I. The standing committee shall report its findings and/or recommendations to the School Board. The committee may make recommendations for School Board action, but it may not act for the School Board unless specifically authorized to act in accordance with School Board direction. All committee materials distributed to the public that contain information on matters to be decided by the voters, must first receive School Board approval.
- J. The School Board Chair and Superintendent shall be ex-officio (non-voting) members of all standing committees.
- K. The School Board Chair shall be notified of all standing committee meetings.
- L. School Board members may serve on standing committees on a voluntary basis as appropriate, however, each standing committee must have at least one School Board member.
- M. Standing committee membership may include members of the public who match criteria established by each standing committee and approved by the School

Board. Members of the public serve in an advisory capacity only and do not have votes on subcommittee actions.

N. All subcommittee meetings shall be open to the public.

Authorization/Appointment of Standing Committees

The School Board shall have the following standing committees: Policy Committee and Facilities Committee.

The School Board may establish other standing committees it deems necessary in accordance with this policy.