

BOARD STANDING COMMITTEES

The Board believes that standing committees can be useful to its decision-making process and in the transaction of Board business. The Board may establish such standing committees as it deems necessary to facilitate school unit governance and address ongoing school unit needs. A standing committee has only such authority as specified by the Board.

All standing committees shall be comprised of less than a majority of the Board.

All standing committee meetings are open to the public except as provided by the Freedom of Access Law and the Municipal Public Employees Labor Relations Law.

Establishment and Functions of Standing Committees

The following provisions apply to the establishment and functions of standing committees:

- A. All standing committees will be initially established by vote of the Board. A motion to establish a standing committee shall state the purpose and responsibilities of the committee (the “charge”) and set the number of members comprising the committee.
- B. The Board Chair will annually appoint a committee chair, members to a standing committee, and any liaisons from among the membership of the Board. For existing standing committees, appointments will be made as soon as practicable after a school board election takes place.
- C. The Board Chair will also make appointments to standing committees to fill vacancies that occur prior to the Board’s next organizational meeting.
- D. The term of appointment to a standing committee shall be until a Board member’s term of service on the Board expires or expire annually when new committee members are appointed by the Board Chair.
- E. The Board Chair and Superintendent shall be ex officio (non-voting) members of all standing committees.
- F. Any Board member may attend standing committee meetings, but only appointed members of the committee may vote.
- G. All standing committee meetings will be open to the public, except as provided for in the Freedom of Access law.

- H. Opportunity for public participation at Board committee meetings is not required but may be permitted at the discretion of the committee chair and will meet the expectations for public participation as outlined in policy BEDH.
- I. Except as authorized by law or Board action, a standing committee may research issues and make recommendations for Board action, but may not act for the Board.
- J. A standing committee may be abolished at any time by an affirmative vote of the Board.
- K. The number of members on a standing committee and/or the responsibilities of a standing committee may be modified at any time by an affirmative vote of the Board.

Authorization/Appointment of Standing Committees

The Board shall have the following standing committees:

1. Finance Committee: to oversee fiscal management, including the operating budget; to audit invoices submitted for payment; and review and recommend action on outside auditor's *Letter of Recommendations to Management*.
2. Negotiations Committee: to oversee collective bargaining between the Board and employee groups for the purpose of negotiations and other employment contracts; conduct negotiations and present progress reports to the Board as a whole.
3. Policy Review: to systematically review, develop and recommend changes to existing policies on an ongoing basis, to identify new policy areas to be addressed by the Board and outdated policies to be deleted.
4. Communications Committee: develop and oversee the School Board communication strategy and maintain an effective communication system with the public.
5. Long Range Facilities Planning: to oversee long range facilities planning including enrollment projections, programmatic needs, and the health and safety of the facilities. Review and recommend actions related to long range facilities' needs.
6. Curriculum Committee: Collaborate with the Director of Curriculum and Assessment on formulating and monitoring the Curriculum and Assessment action plan. Communicate the K-12 curriculum externally and internally.
7. Liaison(s): Serve as a means of communication between different groups connected to the school district; and maintain communication between designated groups and the School Board. Designated groups listed below:

Drop-Out Prevention
Health, Safety & Security Advisory Team (HSSAT)
Legislative Vocational
Teacher Evaluation (PEPG)

Town Council
Transportation/Bus Safety

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

Legal Reference: 1 MRSA § 401 et seq.

Cross Reference: BEDH - Public Participation at Board Meetings
IJJ- Selection of Educational Materials

Adopted: October 3, 1985

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