

# BYLAW

## BOARD OF EDUCATION MOUNT OLIVE TOWNSHIP

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Board Committees

### 0155 BOARD COMMITTEES

The Board of Education authorizes the creation of committees of Board members charged to conduct studies, make recommendations to the Board, and act in an advisory capacity. Committees are not authorized to take action on behalf of the Board.

The President shall appoint Board members to serve a one-year term on the following Board standing committees:

Finance and Operations  
Curriculum and Technology  
Personnel  
Policy and Governance

An ad hoc committee may be created and charged at any time by the President or a majority of the Board members present and voting. The President shall appoint members to any committee so created and charged; members shall serve until the committee is discharged.

Committees shall consist of no more than three Board members. The President shall serve as ex officio member on all Board committees. A member may request or refuse appointment to a committee; a member's refusal to serve on any one committee shall not prejudice his or her appointment to another committee.

A chairperson shall be appointed by the President.

Committee meetings may be called at any time by the committee chairperson or when a meeting is requested by two members of the committee. A draft of the committee meeting agenda shall be sent to the committee chairperson at least two business days in advance of the meeting. The final agenda shall be made available to all committee members at least one business day in advance of the meeting.

Minutes of the committee meetings shall be composed by the Superintendent or designee and a copy of the minutes shall be forwarded to the committee chair at least three business days in advance of the board meeting. After the minutes have been



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reviewed and verified by the committee chair, the Superintendent or designee shall forward the minutes to the Board Secretary for posting to BoardDocs the Friday before the board meeting.

If a committee meeting takes place on a board meeting date, the committee meeting agenda shall be posted to BoardDocs in place of the minutes the Friday before the board meeting. However, the minutes for such meetings shall be posted to BoardDocs no later than the Friday before the next board meeting.

Committee meetings shall not be open to the public, except that a majority of the committee or the chairperson may open the meeting to the public or invite persons whose knowledge or expertise may be useful to the committee.

Adopted: 29 June 1998

Revised: 30 August 2010  
28 January 2019  
28 March 2022

