



## Highline Public Schools Board Action Report

DATE: 12.13.23

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Holly Ferguson, Chief Policy & Strategy Officer

For Introduction: 1.4.23 For Action: 1.18.23

### I. TITLE Revisions to Board Policy 1240 Committees

Select one: ☐ New Item ☐ Renewed Item ☐ Annual Item ☒ Revised Item

### II. WHY BOARD ACTION IS NECESSARY

Revisions to Board policies require approval of the School Board.

### III. BACKGROUND INFORMATION

Current Policy 1240 contemplates committees of the Board, but not other groups that the Board might participate in. The proposed revisions outline the process of identifying Board liaisons to outside organizations, and clarifies that these roles are non-voting roles.

### IV. RECOMMENDED MOTION

I move that the Highline School Board approve the revisions to Policy 1240 Committees.

### V. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be N/A.

The revenue source for this motion is N/A.

Expenditure: ☐ One-time ☐ Annual

### VI. APPLICABLE POLICY(S)

This action is in compliance with the following:  
N/A

### VII. ALTERNATIVES

The alternative is to not make these changes. This is not recommended, as the process for Board members participating in groups with outside organizations would not be clear.

### VIII. COMMUNITY ENGAGEMENT

Community Engagement Required: ☐ Yes ☒ No

### IX. ATTACHMENTS

Board Policy 1240 red line For review  
Board Policy 1240 clean For approval



COMMITTEES

Policy No. 1240  
Board of Directors  
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Committees of the ~~board~~Board may be created by a majority of the ~~board~~Board. No more than two ~~board~~Board members will serve on any ~~board~~Board appointed committee. The ~~board~~Board ~~president~~President will appoint ~~board~~Board members to serve on such committees, the purpose and terms of which will be determined by a majority vote of the ~~board~~Board.

At times the Board may be asked to appoint liaisons to other committees or community groups. Liaisons to these non-Board committees will be appointed in the same manner as Directors are appointed to serve on Board committees. The role of a liaison is to ensure that the district’s interests are represented, and to transmit information back to fellow Board members about the work of the committee or community group. Board liaisons are non-voting members of the committee or community group

**Legal References:**  
Directors - Bylaws for board and school government ..... RCW 28A.320.040

**Management Resources:**  
Role of the Board Legislative Representative ..... *Policy News*, August 2009

Highline School District 401  
Adopted by the Board: March 1983  
Revised by the Board 8.03, 9.08, 3.12, 1.23  
Classification: Discretionary



COMMITTEES

Policy No. 1240  
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