

## **Series 9000: Bylaws of the Board**

### **Board Committees**

The New London Board of Education may function as a committee of the whole and shall be governed by *Robert's Rules of Order* for committees of the whole. Any action taken by the Board as it acts as a committee of the whole must be approved in a duly convened Board meeting.

The President may appoint special fact-finding committees, or other temporary committees, from time to time as the Board may deem necessary. These committees shall be discharged at the end of the year at the annual organizational meeting, or upon motion of the Board, or on the completion of their assignment, whichever shall first occur.

The Board shall have standing committees, which are as follows:

1. Finance & Audit Committee
2. School Facilities & Program Design Committee
3. Curriculum Committee
4. Policy Committee

The following rules will govern the appointment and function of such committees which shall:

1. be established through action of the Board of Education;
2. have their members appointed by the Board Chairperson at the Board's Organization Meeting.
3. be informed in writing at the time of committee formation of committee purpose, functions, and duties;
4. make recommendations for Board action, but it may not act for the Board except in those instances where authority to act has been specifically delegated to the committee by the Board;
5. be dissolved at the end of the Board's year at the annual organizational meeting or at any time by a vote of the Board.

The Board Chairperson and the Superintendent of Schools shall be ex-officio members of all standing committees, but shall not vote on items of such committees.

No committee shall have power other than to recommend to the Board of Education unless specially authorized by a majority of Board members present at a legally convened Board meeting. No committee, or member of a committee, is authorized to make any contract or enter into any agreement which involves the expenditure of money, unless such contract or agreement is authorized by the Board either in a regular or special meeting.

### **Board Committees (cont.)**

The Board President may appoint community members, parents, and/or students to the committees of the Board. These representatives will have the right to attend and fully participate in the meetings of the committee they are appointed to, including the right to vote. These representatives shall serve on the committee from the time they are appointed until the Board's annual organizational meeting.

All members of the Board have the right to attend and fully participate in the meetings of any committee, however, only appointed members of the committee shall have the right to vote.

A matter may be called up from committee at any time upon the majority vote of Board members present and voting at any regular or special meeting duly called to consider such matter.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute. All committees shall keep minutes of business conducted at meetings. The minutes will be kept on file in the Superintendent's office and available at all times to the Board of Education members.

The Board of Education may also have liaisons to New London Public Schools internal committees. These liaison appointments may include but are not limited to: negotiations committees, hiring committees.

Each committee may make a report through its chairperson at each regular meeting of the Board of Education. Each committee shall make its annual report at the meeting prior to the first regularly scheduled meeting in December.

### **Committee of the Whole**

The Board of Education shall act as a committee of the whole in final consideration of all matters.

### **Ad Hoc Committees**

Ad hoc committees may be created for special assignments. The same rules shall apply to special committees as apply to standing committees, except that they shall be dissolved immediately upon completion of an assignment. The Board Chairperson and the Superintendent of Schools shall be ex-officio members of all ad hoc committees.

Duties of the committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made to the Board of Education.

## Board Committees (cont.)

### Committees as Public Entities

All Board of Education committee meetings are public meetings unless the committee is composed entirely of non-Board members and the Board successfully has petitioned the Freedom of Information Commission prior to the committee formation for such committee to be exempt from this requirement.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

Legal Reference: Connecticut General Statutes

1-200 through 1-241 of the Freedom of Information Act.

1-200 Definitions.

1-225 Meetings of government agencies to be public.

Bylaw adopted by the Board: February 10, 2005

NEW LONDON PUBLIC SCHOOLS  
New London, Connecticut

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