



FARMINGTON SCHOOL DISTRICT NO. 192	<i>MSBA Policy 213</i> <i>Orig. 1996</i> <i>Revised: 06-2022</i> <i>Adopted:6-2013</i>
POLICIES AND REGULATIONS	

SCHOOL BOARD

213 SCHOOL BOARD COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board resolution which shall outline the duties and purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.
- E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.
- G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES

- A. The school board hereby appoints the following standing committees:
1. Community Engagement Committee – Responsible for assisting the school board in understanding and identifying community needs around issues of education, advocacy, public need, and district large scale changes.
 2. Executive Committee – Responsible for prioritizing issues for the full board and address and providing leadership for board work.
 3. Long Range Planning and Finance Committee – Responsible for development and recommending long-range goals and objectives to help guide district governance, budget, and contract negotiations.
 4. Policy Committee – Responsible for developing and managing policies to support the best interests and work of the district.
 5. Executive Committee – This committee will consist of the school board chair and vice chair. The scope of this committee will be to create an annual or biannual calendar for committee meetings, work sessions and business meetings. Create meeting agendas for work sessions and business meetings, provide consultation and support to the superintendent between meetings as topics arise, review and prepare for board consideration all committee assignments, report its activities and findings to the full board, facilitate the annual superintendent and school board evaluations and assure that board member actions are in accordance with state law, oath of office and district policy. Administrative Facilitator: Superintendent.
- B. The school board will establish, by resolution, for each standing or ad hoc committee the number of members, the term and the charge or mission of each such committee.
- C. The school board chair shall appoint the members of each standing or ad hoc committee and designate the chair thereof.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. All meetings of committees or subcommittees shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.
- B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.

- D. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- E. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the School Board)
MSBA/MASA Model Policy 203 (Operation of the School Board –
Governing Rules)
MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s
Open Meeting Law)