

GOVERNANCE POLICY GP-15

BOARD COMMITTEES

PURPOSE

The Board of Trustees (Board) utilizes advisory Board Committees to engage diverse viewpoints; access expertise in particular fields of interest; improve its understanding of the needs of students, their families, and the community; and extend the reach of the Board. This Board Policy and any associated governing documents shall establish the guidelines for the creation and operation of Clark County School District (District) Board Committees.

DEFINITIONS

1. "Good standing" refers to members that comply with their explicit obligations to a Board Committee, including attendance at two-thirds of meetings over the Board Committees' calendar year. Members in good standing shall not have been subject to any form of sanction or disciplinary censure by the District during their term.
2. "Board Committees" has the meaning ascribed to the term, "Public Body," in NRS Chapter 241, Meetings of State and Local Agencies, as applicable to the District.
3. "Quorum" has the meaning ascribed in NRS Chapter 241, as applicable to the District.
4. "Responsible Office" is the District office/department that will assist the Board Committee with administrative functions. The Responsible Office will serve as the staff liaison to the Board Committee.
5. "Staff Liaison" is an employee that works to develop information and recommendations for consideration by the Board Committees.
6. "Supporting material" means material that is provided to at least a quorum of the members of a public body by a member of or staff to the public body and that the members of the public body would reasonably rely on to deliberate or take action on a matter contained in a published agenda. The term includes, without limitation, written records, audio recordings, video recordings, photographs, and digital data.

POLICY

The Board shall adhere to the general policy guidelines delineated in this Policy. In addition, specific types of committees, role of the Board members on committees, committee bylaw requirements, and committee reporting requirements not included in this policy, but delineated in the Board of Trustees Handbook shall be followed unless modified by a majority vote of the Board of Trustees.

1. The Board shall act to:

- a. Create Board Committees and their objectives;
 - b. Determine a timeline for the existence of Board Committees. Board Committees shall dissolve upon completion of their role or by action of the Board; and
 - c. Appoint the members of the Board Committees.
2. Board Committees shall operate in compliance with the following provisions:
- a. Board Committees shall comply with applicable law;
 - b. The Board shall establish Board Committees to advise or make recommendations related to a specific topic or objective;
 - c. Board Committees do not establish policy or supersede the legal responsibility and authority vested in the Board unless otherwise provided in state law or Board Policy. The Board may not delegate legal responsibilities to Board Committees;
 - d. The Superintendent shall assign each Board Committee a Responsible Office, who will provide a staff liaison to the Board Committee;
 - e. Staff Liaisons ensure that Board Committees and their meetings fulfill the objectives of the Board of Trustees;
 - f. Board Committees are not empowered to perform management functions or direct staff;
 - i. Board Committees shall work with their Staff Liaisons to carry out their objectives.
 - g. Board Committees and their individual members may not speak or act for the Board, Superintendent, or District. Expectations and authority will be created by the Board and shall not conflict with the authority delegated to the Superintendent. Decisions made by Board Committees do not carry the authority of Board action; and
 - h. The Board and Superintendent shall receive periodic updates as to Board Committees meetings and their activities. Such updates may occur in the form of a presentation at a Board Work Session meeting or a written report.
 - i. Trustees may attend meetings of Board Committees but shall not serve in a formal advisory or liaison role to the Board Committees, unless otherwise provided by law or specific action of the Board.
3. Members of Board Committees:
- a. Must comply with the established by-laws of the Board Committee.
 - b. Appointment. When an opening on a Board Committee occurs, whether the member leaves at the end of their term or an unexpected vacancy occurs and

a mid-term replacement is needed, members of the Board Committees shall be appointed by the Board through the following process. At all times during the application (if applicable) and selection process, the District shall seek to be fair and consistent.

- i. The Responsible Office will post the availability of a position and begin the recruitment process at the earliest possible time and for a duration of at least two weeks. The Superintendent's Liaison to the Board of Trustees shall provide support to the Responsible Office in efforts to advertise and recruit for open positions. Every effort shall be made to fill open spots, unless otherwise prohibited within the bylaws of the individual Board Committee, so that no Board Committee meets with vacancies in membership;
 1. Recruitment efforts may include, but are not limited to, advertisement through the District's website and other social media, distribution through the news media, and recruitment utilizing District staff.
 2. The Superintendent's Liaison to the Board of Trustees will notify the Trustees of the Board Committee vacancy so that Trustees can assist in recruiting members.
- ii. Upon the closing of the application process, the Responsible Office shall review the applications/resumes and other submitted materials for minimum qualifications. As necessary and appropriate, the expertise of individuals outside the Responsible Office may be sought in reviewing the applications/resumes of applicants.
- iii. The Responsible Office will prepare all applications and supporting material to present to the full Board at a regular Board meeting for their review and feedback. If an interview occurs, the Responsible Office will provide interview questions that the Trustees will use when interviewing the candidates. Trustees can provide additional questions, however, the same set of questions must be asked to all candidates to ensure consistency.
- iv. The Board will take action to approve an applicant to serve on the Board Committee; and
- v. The District will endeavor to recruit applicants and appoint Board Committee membership balanced by geographic area, race, ethnicity, gender, and a range of viewpoints which reflects the varied County community.

- c. Reappointment. Members in good standing may be re-appointed without the District opening the position for recruitment or being required to submit a new application or be interviewed.
 - i. Members seeking re-appointment may submit, for consideration by the Board, a letter of intent to return for an additional term on their Board Committees; and
 - ii. Appointment and/or re-appointment of members to Board Committees shall require the approval of the Board.
 - d. Removal of Members from Board Committees:
 - i. Except as otherwise limited by applicable law or ordinance, the Board may remove any of the appointed members of Board Committees for cause based on the Board's reasonable discretion;
 - ii. Members of Board Committees found to be in violation of a District Policy, regulation, or other rule may be denied the opportunity to serve and/or be removed from Board Committees by the Board, and, in exigent circumstances, the Superintendent may remove their appointee to a Board Committee, which the Board must consider ratifying the Superintendent's action at the next available meeting; and
 - iii. Poor attendance by members of Board Committees, missing one-third of meetings in the Board Committees' calendar years, may result in the removal or non-reappointment of said members.
 - e. Member Terms:
 - i. Unless otherwise determined and approved by the Board in the Board Committee By-laws, members' terms shall be two years in length; and
 - f. Exceptions to the above provisions related to "members of Board Committees" may exist for committees which are subject to collective bargaining and/or state law. Such exceptions shall be defined in the handbook to this Board Policy and may include the selection process for membership, committee composition, and member terms.
4. Unless specifically stated herein, Board Committees are expected to

conduct themselves with the same Board Governance principles as the Board.

5. Recommendations from Board Committees may first be vetted by the Superintendent to ensure the recommendations are operationally, financially, and/or academically feasible.

REVISION HISTORY

Date	Revision	Modification
05.07.26	1.0	Adopted