



Adopted:

Revised: 2007

213 Brightworks Board Committees

[Note: Many boards utilize either standing or ad hoc committees, or both. On the other hand, some boards avoid the use of committees for the most part because of the danger of fragmentation of the governance process. The objective of this policy is to provide a framework for those boards which elect to utilize committees or subcommittees. Further, this policy is designed to apply only to committees or subcommittees made up of elected board members. Other considerations will apply to committees established by the board involving members of the public, employees, students, parents, etc.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. APPOINTMENT OF COMMITTEES

- A. The school board hereby appoints the following standing committees
 - 1. Policy.



[Note: Each school district should determine which, if any, standing committees the school board wishes to establish.]

- B. The BrightWorks 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 BrightWorks 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 BrightWorks Board.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the BrightWorks Board.
- D. The committee or subcommittee shall designate a secretary who will record the minutes of actions of the board committee.
- E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the BrightWorks Board.
- F. A committee or subcommittee of the BrightWorks Board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the 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 School Law Bulletin “C” (Minnesota’s Open Meeting Law)