

## 1.20.014-P Board Committees

- (1) Special Board committees may be appointed by the Board for specific purposes to serve until their assignment is completed. A limited number of standing committees may be established. The entire Board may meet as a committee-of-the-whole.
- (2) The function of special Board committees will be to consider actions or issues in detail that would otherwise monopolize the Board agenda and provide policy advice for the Board's action or consideration, as appropriate. Board committees serve in a fact-finding, deliberative and advisory role rather than as a legislative or administrative body. The superintendent or designee will assist in the development of reports and related recommendations as necessary. The committee will make recommendations directly to the Board as a whole, which alone may take action. Committee meetings may be called by the Board chair, the committee chair or any committee member.
- (3) The Board chair shall be ex-officio members of any Board committee. The Superintendent may be appointed by the Board chair as an ex-officio member of any Board committee. Individual Board members may not be excluded from committee meetings.
- (4) All meetings of special Board committees and of committees-of-the-whole will be publicly announced and the public will be permitted to attend. However, the Board and its committees may sit in executive sessions to discuss matters when such sessions are required or permitted by law.
- (5) Proceedings of Board committees will be informal to assure a full exchange of ideas.
- (6) A committee will not have the power to act for the Board except as the Board has specifically authorized, but will make recommendations to the Board. Committee recommendations and reports will become an official part of Board minutes.
- (7) A Board committee may appoint, subject to Board approval, advisory members from the student body or community to further obtain internal and external stakeholder input. At the time of appointment, the Board will determine the length of term or sunset point of the committee, additional membership qualifications or makeup and meeting schedule. Advisory members will be instructed in the committee's roles, functions and reporting relationship and communication with the Board, administration and staff. These members may not be included in considering whether a quorum of the committee is present, nor may they vote on recommendations to be made to the Board. However, either an advisory member or an ex-officio member may present a written minority report to

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- the Board. A Board committee may request that the superintendent appoint staff to participate as nonvoting committee members.
- (8) Committee findings and recommendations will be reported to the full Board in a regular or special meeting of the Board. Committee findings shall at all times include the superintendent's recommendations, as well as reflect the opinions of all the committee members in the event the findings are less than unanimous. The Board chair will ensure such findings, recommendations and any subsequent Board actions, are communicated to district stakeholders as appropriate.

Legal References: ORS 192.610 to 192.690; ORS 332.057; ORS 332.107; Attorney General's Public Records and Meetings Manual, pp. 80-82 (1997)

History: Adpt 6/71; Amd 9/9/02; BA 2417

