

## **SCOTLAND BOARD OF EDUCATION Bylaws of the Board**

### **Committees and Advisory Committees**

#### **Standing Committees**

As deemed necessary, the Board may establish standing committees from among its membership to make recommendations for Board action. The following rules will govern the appointment and function of such committees which shall:

1. Be established through action of the Board;
2. Have their members appointed by the Board Chairperson during the reorganization meeting of the Board or at such time as the Board decides to create or recreate the committee.;
3. The duties of the committee shall be outlined in writing at the time of committee appointment 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. The committees shall meet as necessary and report regularly to the Board;
6. Be dissolved at the end of the Board's term 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.

#### **Ad Hoc Committees**

Ad hoc committees may be created by the Chairperson of the board as may be deemed necessary or advisable by the board 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.

#### **Committees as Public Entities**

All Board committee meetings are public meetings unless the committee is composed entirely of

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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 shall follow the provisions of the Freedom of Information Act as required by statute.

Standing committees are comprised solely of Board members. Although the Superintendent may serve in an ex-officio capacity and standing committees may seek input from administrators, staff and others, only standing committee members may vote or otherwise agree upon recommendations to be made to the full Board.

Legal Reference: Connecticut General Statutes

1-200 through 1-241 Freedom of Information Act

1-200 Definitions

1-225 Meetings of government agencies to be public