

## **BOARD COMMITTEES/ADVISORY COMMITTEES TO THE BOARD**

The Board of Education shall act as a committee-of-the-whole on all matters pertaining to the business and educational policies of the district. The Board may appoint Board committees; however, no individual member or group comprised of less than the full membership of the Board shall exercise the powers of the full Board unless otherwise authorized by law and Board policy.

Committees must follow the instructions given to them by the Board and may be terminated at any time by a majority vote of the membership of the Board. If state or federal law requires the existence of a particular committee, its composition and appointment shall meet all guidelines established for that purpose. Committees shall be advised of the:

1. Purpose to be served.
2. Length of time each member is being asked to serve.
3. Resources the Board will provide.
4. Date a report should be made to the Board or superintendent.

Any committee appointed by or at the direction of the Board and that is authorized to report to the Board or any advisory committee appointed by or at the direction of the Board for the specific purpose of recommending directly to the Board or the superintendent any policies, policy revisions or expenditure of public funds, will follow the Missouri Open Meetings and Records Act. The custodian of records will maintain a list of all such committees.

Members may be removed from any committee during a term of service if they fail to attend 65 percent of the scheduled committee meetings within one school calendar year. Replacement committee members are subject to Board approval.

Final authority in the decision-making process will reside with the Board.

### **Board Committees**

There shall be three Board committees of the Board of Education: a Finance Committee, a Long-Range Facilities Planning Committee, and a Policy Committee..

1. The function of the Finance Committee shall be to assist and advise the Board in relation to the Board's responsibilities for the district's accounting policies, internal controls, financial reporting and financial management.
2. The function of the Long-Range Facilities Planning Committee shall be to continuously review all strategic and tactical planning related to school facilities, buildings and grounds.

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3. The function of the Policy Committee shall be to study and propose new or revised policies for consideration by the Board consistent with Board policy BF.

The Board president shall annually appoint three Board members to each Board committee, with one Board member designated as chairperson of each committee. Any Board member vacancies during the year shall be filled by Board president appointment.

The superintendent shall annually appoint two administrators to each Board committee.

Board committees may appoint up to two community members annually who are not employees of the district.

Only Board members, administrative appointees and community members are voting members.

*Ex officio* members may be appointed as non-voting members, on an as-needed basis.

### **Advisory Committees**

With the approval or at the direction of the Board, the president of the Board may appoint advisory committees to assist the Board. Committees shall be appointed for a specific and well-defined purpose. Their authority shall be limited to that assigned to them by the Board.

All committees shall be fact-finding, deliberative or advisory in nature and not executive. Committees and committee members shall not have the power to make monetary or other decisions for the Board of Education.

Advisory committees shall be dissolved upon the completion of their assigned tasks or by order of the Board.

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***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 03/03/1997

Revised: 04/09/2001; 06/13/2005; 06/09/2008; 11/09/2009; 04/11/2011; 05/13/2013;  
12/09/2013; 11/10/2014; 12/08/2014; 10/12/2015

Cross Refs: DA, Fiscal Responsibility  
KC, Community Involvement in Decision Making

Legal Refs: §§ 167.171, 610.010 - .028, RSMo.  
*Jackson v. Board of Directors*, 9 S.W.3d 68 (Mo. Ct. App. 2000)

Columbia School District No. 93, Columbia, Missouri