

Adopted: 8/23/14

Southside Family Charter School Policy 213

Orig. 1996

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213 SCHOOL BOARD COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the Southside Family Charter School board.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the board to designate board committees or subcommittees when it is determined that a committee process facilitates the mission of the board.
- B. The board has determined that certain permanent standing committees do facilitate the operation of the board and the school. The board may also establish such ad hoc committees for specific purposes as it deems appropriate.
- C. A school board 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 board. The 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.
- E. The board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.

III. APPOINTMENT OF COMMITTEES

- A. The board will establish, by resolution, for each standing or ad hoc committee a Committee Charge, which shall include the purpose and duties of the committee. A sample Committee Charge is included as an addendum to this policy. The Committee Charge for an established committee will be published on the school website.
- B. The board shall appoint the initial members of each standing or ad hoc committee and designate the chair thereof. The chair of the committee must be a board member.

- C. A committee of the board may appoint a subcommittee of that committee at the discretion of the Committee Chair. Any subcommittee is subject to the same regulations contained herein.
- D. A committee may accept new members at the discretion of the committee chair. The committee chair shall inform the board of any new subcommittees, new committee members, or voluntary committee member departures at the next regular board meeting.
- E. Any involuntary removal of committee members must be approved by the board.
- F. A change in committee chairs must be approved by the board.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the board.
- B. Board committees should meet regularly and make regular reports to the board.
- C. The power of a committee or subcommittee of the board is advisory only and is limited to making recommendations to the board. Any action proposed by a board committee or subcommittee, including any school initiative, program, or event that occurs during the school day and/or on school premises must be approved by the board before implemented, unless the authority to do so is explicitly delegated by the board to that committee or to the School Administrator.
- D. A committee or subcommittee of the board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the board.

Cross References: Southside Family Charter School Policy 201 (Legal Status of the School Board)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota’s Open Meeting Law)
Southside Family Charter School Bylaws