

The Committee Overview of the Board of Education

Preamble

The Board of Education may choose to use standing and ad hoc committees to initiate and investigate, evaluate and assess [programmatically], report [programmatically], and recommend for presentation and discussion and approval to and by the Board. Such committees may not act independently from the Board or make commitments which bind the Board without specific prior authorization of the Board. The Board shall determine at its annual organization meeting, or as soon thereafter as is practical, which standing committees and ad hoc committees it will constitute for the following year. Ad Hoc committees can be established on as needed basis with the majority approval of the Board.

The Board President and Superintendent shall be ex officio members of all committees.

Standing Committees

1. The Committee of Chairs and Policy - CCP
2. The Operations and Finance Committee - OFF
3. The Academic Curriculum and Instruction Committee - ACI
4. Human Resources Committee – HRC
5. Communication/Advocacy Committee - CAC Ad Hoc Committees
6. Negotiations Committee
7. Others as determined by the President and Approved by the Board

Standing Committees

The Committee of Chairs and Policy - [CCP] is comprised the four chairs of the Standing Committees to which the President and Vice President shall be chair of at least one Standing Committee.

The CCP is charged with providing oversight and ensuring the sharing of information and the functioning of Committees in achieving the Goals and Strategic Plan of the Board and the District. The CCP has primary responsibility for the oversight, updating, and development of Policy. [See CCP Charter]

The OFF Committee shall have as its purview the overall Financial, Technology, and Operational Strategy of the District in meeting the requirements of the District Strategic Plan. Within the purview of operations will be the overall safety and security of building, grounds, transportation, and technology. [See OFF Charter]

The HRC Committee shall have as its purview the overall Human Resource Strategy of the District in meeting the requirement of the District Strategic Plan. [See HRC Charter]

The Academic Curriculum and Instruction Committee - [ACI] shall have as its purview the overall delivery of educational content and services in meeting the requirements of the District Strategic Plan. [See ACI Charter]

The Communication and Advocacy Committee – CAC shall have as its purview the overall marketing and communication strategy of the Board and the District in maintaining relationships with all stakeholders to include but not limited to parents, students, employees, at large community, PTOs, other community bodies, county and state educational organizations, and reporting back to the full Board. [See CAC Charter]

Ad Hoc Committees

Negotiations Committee – NC shall be responsible for executing the negotiation of contracts and/or agreements with the collective bargaining units, affiliated employees, unaffiliated employees, MTSD administration and management, and the Superintendent consistent with the Vision, Mission, Core Values and Strategy of the District and with the overall organizational strategy in collaboration with the CCP, HRC, and the Board. The composition of the NC will be determined by the President of the Board.

Committee Structure

Each Standing Committee shall be made up of only three or four members and one alternate of the Board of Education. Ad Hoc Committee shall be made up of two to four members and one alternate of the Board of Education. The membership shall be selected initially by the President of the Board and shall be ratified by the Board. The Board President shall select one member of the Committee to serve as the Committee Chairman and Second Chairman; selection shall be ratified by the whole Board.

The Chairperson and the Second Chairperson shall have the responsibilities of scheduling meeting, developing agendas, coordinating the development of annual recommended goals of the Board and the District, and reporting to the minutes and recommending District presentations to the Board of Education.

A member or members of the District's professional administrative staff shall be appointed by the Superintendent to work with each Standing Committee.

Committee Operations

Meetings of all committees shall be called by the chairperson or the second chairpersons and scheduled through the Superintendent or his/her designee. Standing Committee should meet regularly [minimally monthly] and should announce their meeting schedule as soon as practical after the Board organizational meeting. Consultants to committees, other than employees of the District, shall be approved by the Board. Contacts with Board consultants, e.g. attorney, auditor, architect, shall be made through the Board President or Superintendent.

When a standing committee wishes to hold a public meeting(s), authorization must be granted by the Board of Education and all requirements of the Open Public Meeting Law P.L. 1972 c 237L shall be met. It is the intent of the Board that no action be taken at any "open" committee meeting.

The committee's chairperson or second chairperson shall distribute minutes and report on the committee's activities and offer recommendations for discussion and action of the full Board at scheduled Board meetings. The scheduled meeting will include an opportunity for public comment.