

## **Bylaws of the Board**

### **Committees**

Committees of the Board of Education shall be established at the first regularly scheduled meeting in December, or as needed, by a majority vote of the Board with up to three Board members on each. Duties of each committee shall be determined as a committee is formed. By doing exploratory, fact-finding and preliminary work, the committees facilitate the effective and efficient completion of Board business.

Permanent committees are established to last indefinitely to deal with the ongoing, long term business of the BOE. The Board may also create ad hoc committees from time to time to address special topics and circumstances. Ad hoc committees have a limited lifespan and end when their work is concluded.

Both permanent and ad hoc committees are exclusively advisory and have no power to take action or to commit the Board or district to any course of action, except as specifically directed by the Board.

With the exception of the Negotiations committee, it shall be the duty of the Chairperson of the Board to appoint members of the committees, except when the Board itself may decide otherwise. In matters concerning negotiations of the teacher's contract, the Negotiations committee will be made up of the Board chairperson, Vice Chairperson and one other member to be chosen by the Board chairperson. Each other negotiation shall have a unique committee appointed by the Board chair. When establishing the composition of subcommittees, the Board Chairperson and/or Board shall make these determinations in the spirit of diverse representation.

Each committee will elect its chairperson. It shall be the duty of the committee chairperson to convene the committee meeting and either take the minutes, or arrange for another member to do so. Each committee will make a report through its chairperson or designee at a regular meeting of the Board of Education.

No announcement may be made by any committee or its members to the public or press until such release has been cleared with the Board Chairperson or his/her designee.

All committee meetings, other than negotiations, must be public, as provided by law.

#### Legal Reference:

Connecticut General Statutes 1-200

Definitions

1-225 Meetings of government agencies to be public 10-220

Duties of boards of education

Bylaw revised

by the board: 3/7/90

Reviewed: 2/13/02, 3/14/02

Policy Approved: 3/20/02

Reviewed and Approved: 11/17/10

Revised: 11/6/13

BROOKFIELD PUBLIC SCHOOLS  
Brookfield, Connecticut

**REVIEWED/REVISED: 5/17/17**