

POLICY

Board of Education

Bernards Township

File Code: 0155
STANDING COMMITTEES

The Board of Education may choose to use standing committees to investigate, report, and recommend to the whole Board. Such committees may not act independently from the Board or make commitments which bind the Board without specific prior authorization. The Board shall determine at its annual organization meeting, or as soon thereafter as is practical, which standing committees it will constitute for the following year. Such committees may include the following:

The Finance Committee shall be responsible for budget development, review and tracking of expenses and investments, financial planning and determination of the financial impact of activities or other endeavors suggested by the administration or Board members. The Committee shall be responsible for recommending expenses and projects to maintain or improve the physical plant and property of the District. The Committee shall also be responsible for identifying and planning for the needs of the School District beyond the term of the serving Board.

The Personnel Committee shall be responsible for negotiations (see File Code: 4140), and any salary determinations outside the negotiations process and involvement in the formal and informal grievance procedure.

The Policy Committee shall be responsible for informing the Board and community of enacted or pending legislation that could affect the schools. The Policy Committee shall periodically review current Board policies for possible revision and generate needed Board policies to guide the operation of the District.

The Curriculum Committee shall be responsible for recommending proposed course or program additions or deletions, and recommending curriculum guide revisions and/or textbook adoptions arising from the Board of Education adopted Five Year Plan.

Committee Structure:

Each Standing Committee shall be made up of only three or four members 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's Chairman; selection shall be ratified by the whole Board.

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

POLICY - Continued

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Committee Operations:

Meetings of all committees shall be called by the chairperson and scheduled through the Superintendent or his/her designee. Standing Committees should meet regularly 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 chairperson shall report on the committee 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.

ADOPTED: July 30, 2001