

## **Policy Code: 2230 Board Committees**

### **Standing Committees**

The board will organize standing committees for the purpose of conducting thorough deliberations and investigations of issues and informing and recommending action to the board as appropriate.

Standing Committees allow board members with particular interests and expertise to more closely observe and participate in the oversight and operations of the school district. Each committee shall have at least two members. Each committee shall select a chairperson at the beginning of each calendar year. The committee chairperson will preside at all committee meetings and work with the superintendent or his or her designee to develop an agenda for each meeting. Committee members will be e-mailed the agenda and any agenda materials at least two business days before the meeting. Standing committees only make recommendations to the full board and have no authority to act on behalf of the board unless specifically authorized by the board. Each standing committee will report to the board following each committee meeting and make recommendations on pending action by the board. At the start of each calendar year, each Standing Committee will review its Committee Charter and propose necessary adjustments for the full board's consideration.

### **Standing Committees:**

The Finance, Facilities, and Operations Committee shall review all budget transfers and amendments, review the annual budget and the funding requests to the County Commissioners, receive an annual report from the external auditors when the annual financial report is ready for filing, review Capital Improvement Plan (CIP) and facility plans along with milestones/projects in progress per the CIP/facility plans, review financial trends, and review and discuss operations plans and projects, as needed.

The Policy Committee shall review all requests for policy amendments, direct staff to prepare draft policies for review, and establish a cycle for policy manual review.

The Student Success Committee monitors and reviews the overall student success as defined in the strategic plan and in board policies. Additionally, the Student Success Committee is a vehicle for the board to remain informed about district-wide initiatives and programming that impact student success and strategic plan priorities.

The assignment of individual board members to these committees will be published each year.

The board chairperson will be an ex-officio member of each committee.

A standing committee may only make recommendations to the board and has no authority to act on behalf of the board unless specifically authorized by law, board policy or the board.

### **B. Ad Hoc Committees**

As time and situations demand, ad hoc committees may be appointed by the chairperson with the approval of the board. Whenever an ad hoc committee is created, a date will be established for reporting back to the board. Ad hoc committees have no final authority and are subordinate and advisory to the board.

### **C. Open Meetings Law**

All committees of the board are public bodies within the meaning of the North Carolina Open Meetings Law and are subject to all requirements of that law pertaining to notice, closed sessions, minutes,

voting and penalties.

Legal References: [G.S. 115C-36](#); [143-318.9](#) *et seq.*

Cross References: Compliance with Open Meetings Law (policy 2320)

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## **Chapel Hill-Carrboro Schools**

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