

## **Board of Education**

### **2:150 - Committees**

The School Board may establish committees to assist with the Board's governance function and, in some situations, to comply with State law requirements. These committees are known as Board committees and report directly to the Board. Committee members may include both Board members and non-Board members depending on the committee's purpose. The Board President makes all Board committee appointments unless specifically stated otherwise. Board committee meetings shall comply with the Open Meetings Act. A Board committee may not take final action on behalf of the Board – it may only make recommendations to the Board.

Committees shall operate under the following guidelines:

1. **Special Board Committees**

A special committee may be created for specific purposes or to investigate special issues. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.

2. **Standing Board Committees**

A standing committee is created for an indefinite term although its members will fluctuate. Standing committees are:

- **Curriculum & Instruction Committee**

This committee meets to review class sizes and to plan and set goals for curriculum. This committee will:

- Review and discuss all class size limits in terms of the number of students allowed in classes with administration and staff.
- Examine the curriculum and determine whether it is being kept current and students' needs are being met. Attention is given to local, state and national changes. Governmental mandates are also included. Curriculum rewrites are undertaken when needed.

- **Educational Support Services Committee**

This committee meets to discuss life/safety, buildings and grounds items and to review insurance coverage. This committee will:

- Be sure the District accommodates the physically handicapped and has state-directed safety features throughout the physical plants.
- Eliminate existing buildings and grounds problems and replace with current healthy, aesthetically and architecturally efficient solutions.
- Review each insurance contract (i.e. health, dental, life, student, liability, and workers' compensation), and make recommendations to the full Board regarding approval of contracts and/or insurance carriers.

- **Finance Committee**

This committee sees that the District does not overspend money, and saves and makes money where and whenever possible. This committee will:

- Review monthly bills and note any irregularities or sources of excess for Board awareness.
- Examine and discuss budget line items and make recommendations to the Board.
- Negotiations & Labor/Management Committee

This committee meets with the teachers association or the support staff association to consider/negotiate wishes for inclusion in or exclusion from the next teacher or support staff contract. Money is a major factor and each item is discussed in detail.

A federal mediator suggested this committee to assure open dialogue between staff (teachers or support staff association), administration, and the Board of Education. As concerns are aired and the possible solutions suggested, agreements are made and, thus, strike potentials are lessened. This committee meets as needed, prior to each Board meeting.
- Personnel Committee

Vacancies, job postings, personnel folders, time lines, salaries, etc. are all discussed and disclosed to this committee. This committee meets to:

  - Discuss staffing needs and requirements without excess.
  - Suggest approval of the District staffing sheet.
  - Assure fairness to applicants.
  - See that the best qualified applicant for the job is selected.
- Policy Review Committee

This committee meets to keep Board Policy current. Deletions, changes, and additions must be made as required by law or as changes occur within the District. The entire District is governed by Policy.
- Student Services Committee

This committee assists in the development of student discipline policy and will consider input from parents, teachers, and students. It will also consider input from persons whose expertise or experience is needed. The committee reviews such issues as administration of medication in the schools, reciprocal reporting between the school district and local law enforcement agencies regarding criminal offenses committed by students, student discipline, disruptive classroom behavior, school bus safety, and the dissemination of student conduct information.

This committee also meets to develop and monitor procedures for using behavioral interventions in accordance with Board Policy 7:230, *Misconduct by Students with Disabilities*.

#### Superintendent Committees

The Superintendent creates committees as deemed necessary and makes all appointments. Superintendent committees report to the Superintendent.

LEGAL REF.: 5 ILCS 120/1 et seq.  
105 ILCS 5/10-20.14 and 10/1 et seq.  
23 Ill. Admin. Code §226.115 and §226.350 et seq.

CROSS REF.: 2:110 (Qualifications, Terms, and Duties of Board Officers), 2:200 (Types of School Board Meetings), 2:240 (Board Policy Development), 7:190 (Student Discipline), 7:230 (Misconduct by Students with Disabilities)

ADOPTED: February 4, 2003

REVISED: February 17, 2004  
March 7, 2006  
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