

Bylaws of the Board

Committees

The Board shall act as a committee of the whole on all matters coming before it except that special committees for the consideration or investigation of certain problems, and/or standing committees for the performance of certain Board functions, may be created by vote of the Board.

Any Board Member may resign from a standing or special committee by writing to the Chairperson of the Board. The Chairperson will have the right to fill the vacancy of that existing position.

Standing Committees

The Chairperson of the Board shall appoint members to such standing committees as the Board may establish. The term of appointments shall not exceed that of the Board Chairperson.

All Board Members may apply, within 2 weeks following the reorganization meeting, for standing committee assignments in the order of their preference.

Such standing committees will include:

1. Policy Committee

The policy committee shall examine and monitor all sections of the Board of Education policy manual on at least a biannual basis to ensure that it is accurate and complete. Members of the committee shall be responsible for reporting to the full Board when a policy must be updated, revised or drafted.

2. Budget-Expenditure Committee

The Budget Expenditure Committee shall assist in the development of the annual budget from its inception through its adoption by the Board. This committee shall monitor, in detail, the existing budget. The committee shall work closely with the Superintendent and the Business Manager.

3. Building Committee

The committee shall be responsible for overseeing school building projects that are funded in part by the State Department of Education. The committee will work closely with the Superintendent and/or the Business Manager as appropriate, to insure that all building projects are carried out in accordance with all local, state and federal regulatory requirements.

Special Committees

1. Such special committees as may be created by the Board from time to time shall submit their reports at such regular meetings of the Board as may be determined, and when such reports have been submitted and accepted by the Board, shall be discharged.
2. All special committee reports affecting Board policy shall be submitted in writing.
3. A special committee's only authority is to make recommendations to the Board regarding matters that that have been referred to it, unless the Board specifically authorizes otherwise.

Notice and Records of Committee Meetings

1. Meetings of committees shall be posted in accordance with the Freedom of Information Act. A record shall be maintained by the chairperson of each committee of each meeting, which shall include the names of committee members in attendance, listing of topics discussed and committee recommendations. Minutes shall be made available to the public in accordance with the requirements of the Freedom of Information Act.
2. The Superintendent shall notify all Board members of committee meetings.

Legal Reference

Conn. Gen. Stat. § 10-218 Officers. Meetings.

Bylaw adopted:
by the Board: 3/15/88
Revised: 9/20/88
Policy Revised: 4/24/07

NORWICH PUBLIC SCHOOLS
Norwich, Connecticut