

A. STANDING COMMITTEES

The Watauga Board of Education (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 of the board are: Calendar Committee, Elementary Curriculum, Finance, High School Curriculum, Personnel Advisory, Media and Technology Advisory Committee and Student Services.

The board representative on each standing committee will be named by the chairperson of the board on an annual basis at the December or January meeting. Members of standing committees shall be approved by the board annually. The number of members of each committee and constituency of each committee shall be determined by the operational procedure of the committee. The assignment of individual board members to these committees will be published each year.

Standing committees shall have a procedure of operation approved by the board. The committee chairperson will preside at all committee meetings and be responsible for reporting to the board on the activities of the committee. The committee chairperson will call meetings and establish an agenda for each committee meeting that includes any item suggested by the superintendent, committee member or board member. An adequate record of committee meetings shall be provided to the board.

The board chairperson and the superintendent will be an ex-officio member of each committee. The standing committee chairs are responsible for submitting agenda items for regular meetings to the superintendent. The superintendent or designee shall assist the chairperson of each standing committee in the preparation of the agenda and in ensuring that information is available to the committee during its deliberation of issues.

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. Committee reports shall be submitted to the board. They shall be in writing and shall be included in the materials for board action.

B. AD HOC COMMITTEES

As time and situations demand, ad hoc committees may be appointed by the chairperson with the approval of the board for special assignments. Ad hoc committees have no final authority and are subordinate and advisory to the board. They shall terminate upon completion of the assignment, or at any time by a vote of the board. The board chairperson or designee shall serve as an ex-officio member of ad hoc committees.

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 (see policy 1420, Compliance with the Open Meetings Law). The chairperson of each committee shall notify the superintendent or designee of the time and date of all committee meetings within sufficient time to notify the public of the meetings as required by law.

Legal References: G.S. 115C-36; 143-318.9 *et seq.*

Cross References: Compliance with the Open Meetings Law (policy 1420), Closed Sessions (policy 1421)

Adopted: October 12, 2015

Replaces: Policy 1.06, Board Committees

Revised: May 9, 2016; May 6, 2019