

TOLLAND PUBLIC SCHOOLS
Tolland, Connecticut

BOARD POLICY

REGARDING: Committees

Number: 9190
Bylaws

Approved: 10/9/02
Revised: 11/14/12
Revised: 2/12/14
Revised: 2/12/2020

1. 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 may be created by vote of the Board.
 - A. Such special committees 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.
 - B. All special committee reports affected Board policy shall be submitted in writing.
2. 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.
3. The Superintendent shall notify all Board members of committee meetings.
4. Standing Committees

As deemed necessary, the Board of Education may establish standing committees from among its membership to make recommendations for board action. The following rules will govern the appointment and function of such committees which shall:

- A. Be established through action of the Board of Education;

- B. have their members appointed by the Board Chairperson;
 - C. be informed in writing at the time of committee formation of committee purpose, functions, and duties;
 - D. make recommendations for board action, but it may not act for the board except in those instances where authority to act has been specifically delegated to the committee by the board;
 - E. The standing committees of the Board of Education are:
 - 1. Contract Negotiations
 - 2. Policy
 - 3. Finance and Facilities
 - 4. Communications and outreach
 - 5. Curriculum
5. Contract Negotiations Committee - charged with contract negotiations with the various district bargaining units and recommending contractual amendments to the Board of Education.
- 1.0 Service on the negotiations committee
 - 1.1 Board members shall not serve on the negotiations committee if a member of their immediate family (spouse, parents, children) is a member of a Connecticut organization with whom the board negotiates or if there is an appearance of a conflict of interest.
 - 1.2 All negotiations committee members are required to disclose to the chair if their status changes in regards to section 1.1.
 - 2.0 Disclosure
 - 2.1 All board members shall disclose immediate (spouse, parents, children) family memberships in any organization with whom the board negotiates. These disclosures shall be recorded in the meeting minutes of the second meeting of the board and updated as necessary when the status changes. Board members are encouraged to withdraw themselves from contract ratification votes if a conflict of interest exists.
6. Policy Committee - charged with reviewing, developing and recommending amendments to existing policies and adopting new policies.

7. Finance and Facilities Committee - charged with reviewing fiscal, operational and facility related matters as may come to the committee from time to time.

The Board Chairperson and the Superintendent of Schools shall be ex-officio members of all standing committees.

8. Communications and Outreach Committee – charged with increasing opportunities for two-way communication between the board of education and other municipal boards, commissions, and committees as well as the general public at large.
9. Curriculum Committee – charged in cooperation with the Superintendent and/or her or his designee(s), with review, research, consideration, and endorsement of changes to the curriculum as well as to stay apprised of the effectiveness of current programs. Revisions made by the Board of Education standing committee would pertain to resource allocations and not the methods of planning, instruction, assessment and pedagogy. Curriculum is developed, modified, approved, and implemented by professional educational administrators and teachers employed under the direction of the Superintendent and through district/school curriculum committees and processes established by the Superintendent and his/her designees.

Legal reference: Connecticut General Statutes
1-7 through 1-21k Freedom of Information Act.