

Newberg School District 29J

Code: **BCE**
Adopted: 11/14/05
Readopted: 7/10/06
Orig. Code(s): 1440

Board Committees

It is the policy of the district to designate Board committees when it is determined that a committee process facilitates the mission of the Board. The Board has determined that certain permanent standing committees do facilitate the operation of the Board and the district. Standing committees are facilities, finance and personnel. The Board may also establish such ad hoc committees for specific purposes, as it deems appropriate.

All committees shall be advisory in nature and are limited to making recommendations to the Board. The Board shall receive reports or recommendations from a committee for consideration. The Board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.

The Board reserves the right to limit, create or abolish any Board standing committee or ad hoc committee, as it deems appropriate.

All meetings of Board committees shall be open to the public in compliance with Oregon's Public Meetings Law and Public Records Law unless exempted by executive session.

Standing Committees

The chair of the Board shall appoint two or three Board members to each standing committee by September 30th of each year. Each committee may select one person as the chair.

The functions of the standing committees are as follows:

1. **Facilities** – The facilities committee shall support the Board's goal to maintain and care for the district facilities by participating in the development of a facility plan that shall assess and address the long-term maintenance and growth needs of the district;
2. **Finance** – The finance committee shall monitor the financial operations of the district including: investments, insurance, bonding, revenue and expenditures. At times, the Board may desire a greater understanding of the finances of the district. The finance committee shall contact the superintendent who shall work with the finance committee to provide the appropriate information and/or training for the Board.
3. **Personnel** – The personnel committee shall guide the Board in its annual review of the superintendent; make recommendations regarding provisions of the superintendent's contract; and recommend procedures for the recruitment and selection of a new superintendent.

At the request of Board members, the personnel committee may organize interviews of candidates for the budget committee and recommend to the Board a candidate for appointment. The interview team for a budget committee appointment shall include the Board member from the zone where the vacancy exists.

At the request of the superintendent, standing committees may be asked to participate in other activities related to their function.

Ad Hoc Special Committees

The chair of the Board, or the Board, shall establish ad hoc committees as needed. Once an ad hoc committee is established, the chair shall appoint two or three Board members to serve on the committee. An ad hoc committee may select its chair.

District Committees

Members of the Board may also be asked by the superintendent to participate in district ad hoc committees and task forces.

END OF POLICY

Legal Reference(s):

[ORS 192.610 - 192.690](#)

[ORS 332.045](#)

[ORS 332.105](#)