

BOARD AD HOC COMMITTEES

Generally, the Board Members will function as a committee of the whole. Nevertheless, the Board may create Board Advisory committees as deemed necessary. Board Members may also serve on a variety of local and State community boards/committees (e.g. service organizations, city/county boards, association boards, etc.). Generally, Board Members are encouraged to serve on local and state community boards/committees, but shall serve only as an ex officio liaison to Board Advisory committees.

Liaison Service on Ad Hoc Committees

The purpose of an Ad Hoc Committee is to provide unbiased input from community members and external experts and stakeholders to the Board. As such, Ad Hoc committees will typically include Board Members and may include school staff as ex-officio liaisons.

The role of ex-officio liaison includes attendance at the meetings and oversight responsibilities over the Ad Hoc Committee Chair. The liaison role excludes a voting position by the Board Member or staff member on the Ad Hoc committee. The intent of Board Members and school staff serving only as liaisons on selected Ad Hoc committees is to:

1. Ensure Board Members and staff do not exercise undue influence on the Ad Hoc committee's deliberations, input or recommendations. It is common for community member committees to defer to a Board Member or staff in a committee setting. Board Members or staff serving on an Ad Hoc committee frequently creates a committee culture and presents a high probability that the Advisory committee would not provide unbiased input to the Board.
 2. Ensure Board Members and staff do not exercise *individual* influence over the Ad Hoc committee. Balanced Governance Board Conduct emphasizes that Board Members exercise no individual influence prematurely over items that will eventually come to the whole Board for discussion and decision-making.
 3. Ensure Board Members and staff relations are not negatively affected by the appearance or presumption of the exercise of undue influence prematurely over items that will eventually come to the whole Board for discussion and decision-making.
 4. Improve Board Member/community relations by avoiding the appearance that Board Members or staff exercised individual influence on the deliberations, input or recommendations of the Ad Hoc committee. This is also why Ad Hoc committee presentations to the Board are led by the community Chair and members of the Ad Hoc committee, rather than a Board Member or staff member.
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General Guidelines for Board Ad Hoc Committees

Board Ad Hoc committees:

1. Are to support the Board in doing its job, not to help or advise the staff. Ad Hoc Committees ordinarily shall assist the Board by preparing policy alternatives and implications for Board deliberation. In keeping with the Board's broader focus, Board Ad Hoc committee members shall normally not have direct dealings with current staff operations.
2. May not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Expectations and authority shall be carefully stated in order not to conflict with authority delegated to the Superintendent. Decisions made by an Ad Hoc Committee do not carry the authority of the Board.
3. Cannot exercise authority over staff. As the Superintendent works for the full Board, he or she shall not be required to obtain approval of a Board Ad Hoc Committee before taking executive action.
4. Shall be used sparingly and ordinarily in an ad hoc capacity. The Board shall approve the committee's objectives, determine a timeline, and allocate an appropriate budget. All Ad Hoc Committee meetings shall comply with Open Meeting Law requirements.
5. Shall be presided over by an Ad Hoc Committee Chair, nominated by the committee, who has the responsibility to determine meeting schedules, approve agenda items, facilitate the meeting, direct discussion, delegate assignments to committee members, direct the budget to meet the objectives of the committee, assign a facilitator in the absence of the chair, keep the full Board informed of the committee's progress, and assume the commonly accepted responsibility of the position.
6. Board Ad Hoc Committees should be comprised of membership that reflects the diversity of the Wrangell Public Schools community.

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