

## Bylaws of the Board

### Committees

Standing, ad hoc or other committees of the South Windsor Board of Education shall be established at the first regularly scheduled meeting in December, or as needed, by a majority vote of the Board. Duties of each committee shall be determined by the Board when the committee is formed.

The committee members and chairpeople are appointed by the Board Chairperson.

Committee members and chairpeople are removed:

1. At the end of the Board's term of office;
2. By a resignation of the member;
3. By a majority vote of the Board.

All Board committees shall have either two, three, or four members, unless said committee is designated a committee of the whole by the Board Chairperson. Any Board member not appointed as a regular member of any standing or ad hoc committee shall be an ex-officio member of said committee.

Each committee may make a report in writing when possible, through its chairperson at each regular meeting of the Board of Education.

No committee shall have power other than to recommend to the Board of Education unless specially authorized. No committee, or member of a committee, is authorized to make any contract or enter into any agreement which involves the expenditure of money, unless such contract or agreement is authorized by the Board either in regular or special meeting.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

An executive committee consisting of the Chairperson, Vice Chairperson and Secretary shall be a standing committee of the board. The Executive Committee shall meet with the Superintendent as requested by the Superintendent or as directed by the Chairperson to review matters related to administrative, personnel, pupil personnel, issues and general matters not requiring action of the Board as a whole. Other responsibilities of the Executive Committee include long range agenda planning and communication between the Superintendent and Board members.

Legal Reference: Connecticut General Statutes

[1-7](#) through [1-21k](#) Freedom of Information Act.

[1-18a](#) Definitions.

[1-21a](#) Meetings of government agencies to be public.

Policy Adopted: January 22, 2019