**Board Committees**

**Committee of the Whole** - In the general conduct of business, the Board will function as a Committee of the Whole.

**Standing Board Committees** - At the organizational or at subsequent meetings, the Board Chairman will appoint members to four (4) Standing Committees:

 Committee on Policy

 Committee on Finance

 Committee on Long-Range Capital Planning

 Committee on Academics

Each Standing Committee will consist of three (3) members appointed by the Chairman of the Board.

The Board of Education, acting as a Committee of the Whole, will refer to the proper Standing Committee, any question or project in need of further study, clarification or amplification, or intervention prior to formal action by the full Board.

The Standing Committees will report back to the full Board with their findings and make recommendations as to further action.

**Ad Hoc Committees** - At Board meetings, the Chairman of the Board will appoint such temporary committees as may be necessary to make studies or preliminary investigations necessary for determining Board action. Such committees are automatically discharged when their reports are acted upon by the Board and the duties of the committees are completed.

**Committee Operation**

 a. All meetings are posted and open to the public.

 b. Any Board member not specifically appointed as a full member to any

Standing or Ad Hoc Committee will be considered a non-voting, ex-officio member of all Standing or Ad Hoc Committees. As such, all board members can participate as defacto members, but cannot vote.

c. Each committee will have a Chairman who will be elected by the appointed members of that committee. The initial meeting date and agenda for the committee will be established by the Board of Education chairperson or the Superintendent.

d. Each committee will keep records of its meetings and the committee chairman will report as needed to the full Board during the monthly Board meeting.

e. Committee findings and/or recommendations will not be binding on the Board unless adopted by the Board.

**Board Representatives to Organizations** - At the organizational meeting or at subsequent meetings, the Chairman will appoint, as required, Board representatives to local, area, and State organizations, including but not limited to:

 a. Woodstock Academy

 b. EASTCONN

 c. Connecticut Association of Boards of Education [CABE]

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