

BDE

BOARD COMMITTEES & STRUCTURES

Standing Committees:

The School Board shall have the following Standing Committees:

- a. Personnel
- b. Instruction
- c. Buildings
- d. Special Services
- e. Policy
- f. Discipline
- g. Finance

COMMITTEES

The Chair of the School Board shall serve as Chair of the Finance Committee. Other members selected by the School Board Chair, will serve as members of the Finance Committee. Membership may not be fewer than five (5) or greater than nine (9) members.

The remaining Standing Committees shall be composed of a Chair and a Vice-Chair. Committee members shall be selected by the School Board Chair. Membership may not be fewer than three (3) or greater than seven (7) members.

The Committee Chair or Committee Vice-Chair in the Chair's absence may appoint a Board member, not assigned to the Committee, as an alternate for the night to constitute a quorum. Once an alternate is assigned, he/she will remain a member of the Committee for the night; this will not exclude participation of a Standing Committee member whom arrives at the meeting after an alternate has been assigned.

No committee shall have the right to authorize the expenditure of any amount in excess of that amount available in the budget without a vote of the Board, except under provisions for emergency expenditures.

Personnel

This committee shall act on all teachers and other personnel nominated by the Superintendent for election, and upon all changes and salaries, in keeping with the salary schedule in force at the time. It shall recommend its actions to the Board for approval.

The committee shall recommend a list of teachers and other personnel that have been nominated by the Superintendent for the coming year with any changes in salaries, for consideration and election by the Board at the regular meeting in March. This in no way prevents the administration from nominating personnel to the total Board as provided by RSA 189-39 Statutes annotated.

The Personnel Committee has power to hire new Custodians, Food Service Personnel, Teachers, and Para-Educators and accept resignations for these positions during the months of July and August.

Instruction

The Instruction Committee shall consider all aspects of curricular and instructional programming including but not limited to field trips, school calendar, and program of studies. This committee may, at any regular or special meeting, make recommendations to the Board with regard to any phase of the instructional program. This committee shall recommend the purchase of materials and supplies necessary to carry out the instructional program.

- a. A report of the administration concerning the case with no parties present.
- b. A hearing with the student in question and parents.
- c. A hearing with student only or with parents only, or with other people concerned with the issue only.
- d. A hearing with all concerned present.

In accordance with State Law, either party may appeal the decision to the School Board or the State Board of Education.

The hearing will be chaired by a Committee Chair as appointed by the School Board Chair. In the absence of the Chair, the right to determine how a hearing is to be conducted. Rules of operation:

- a. Brief introduction of the problem by the administration before parties appear before the Committee.
- b. When parties arrive, a brief introduction statement is made by the Chair.
- c. The meeting opened up for questioning by Committee.
- d. The party in question is allowed to make a statement or ask any questions.
- e. At conclusion of the hearing the parties are excused; the Committee then conducts a further review and makes a decision if possible.
- f. If no decision is possible, the Committee will ask for more information.
- g. All decisions are made in writing. The party in question is notified by US mail and a copy is given to others concerned with the case and entitled to receive confidential records.

Minutes of the meetings will be made and reported to the School Board for review. These minutes as reported to the School Board will have student's names deleted.

Policy Committee

This committee shall recommend to the Board any policy revisions or new policies prepared and presented by the Superintendent. It shall recommend its actions to the Board for approval.

This committee shall review Board actions that may require inclusion in the Board policy manual, seek public input between the first and second reading of new policies and advise the Superintendent on the development of new policies.

Adopted: April 8, 1993

Amended: March 9, 2006; May 8, 2008; March 12, 2009; August 12, 2010; August 9, 2012; December 12, 2013; December 10, 2020