

### Subcommittees of the School Committee

The School Committee may authorize the establishment of special subcommittees for special assignments and to make recommendations for Committee action. For purposes of definition: a subcommittee is a small group (less than a quorum of the full Committee) made up of School Committee members only. An ad hoc committee/ advisory committee is a group of broader membership (parents, teachers, administrators) whose charge may be to bring a recommendation back to the full committee for review and adoption/rejection.

1. The subcommittee will be established through action of the School Committee.
2. The Committee Chair, subject to approval by the Committee will appoint the members.
3. The Superintendent or designee will be ex-officio members of all special subcommittees.
4. The subcommittee may be provided with a list of its functions and duties.
5. The subcommittee may make recommendations for School Committee action, but it may not act for the School Committee.
6. Subcommittees will decide if they wish to have input from students, staff and citizens.
7. A subcommittee will be dissolved by the School Committee upon completion of its assignment, or it may be dissolved by a vote of the School Committee at any time.
8. All subcommittees of the School Committee are subject to the provisions of the Open Meeting Law.

Ad hoc committees may be formed by the School Committee and shall be disbanded upon completion of their responsibilities. No reports purporting to be the regular actions of said committees shall be presented to the School Committee unless acted upon by a majority of those present at the subcommittee meetings at which such actions were taken.

All subcommittees of the School Committee, as well as Ad hoc committees or advisory committees established by the School Committee will conform to the requirements set forth in the Open Meeting Law (Massachusetts General Law Chapter 39, section 23A, 23B. and 23C).

APPROVED: October 23, 2006  
AMENDED: November 27, 2017