

**BOARD COMMITTEES**

The Governing Board may establish a committee whenever it determines that such a committee would benefit the district by providing diverse viewpoints, specialized knowledge or expertise, or increased efficiency. Such committees may be subcommittees of the Board or committees that include members of the community, staff, or other stakeholder groups.

Upon establishing a committee, the Board shall clearly define the committee's purpose, any timeline for completion of assigned responsibilities, any stakeholder groups or individuals to be represented on the committee, length of time that committee members are expected to serve, and expectations for reporting to the Board and/or the Superintendent or designee. The committee shall act in an advisory capacity.

Except for subcommittees of the Board, committee members shall be appointed by the Board president, subject to Board approval.

The Superintendent or designee shall provide committee members with information and assistance necessary for the fulfillment of the committee's charges, and may serve as a non-voting advisor to the committee at the discretion of the Board.

Whenever so charged, committees may actively seek input and participation by parents/guardians, staff, community, and students and may consult with local public boards and agencies.

Any committee not required by law shall be dissolved when its duties or term has been completed or whenever the Board deems necessary. The Board majority shall appoint Board members to serve on a committee.

**Committee Meetings**

Unless otherwise exempted by law, Board-created committees shall provide public notice of their meetings and conduct meetings in accordance with Government Code 54950-54963 (the Brown Act).

However, Board subcommittees composed solely of less than a quorum of the members of the Board are not subject to open meeting laws unless they are standing committees. Standing committees of the Board, irrespective of membership, are those that have a continuing subject matter jurisdiction or a meeting schedule established by action of the Board. (Government Code 54952)

Standing committees with a continuing subject matter jurisdiction include, but are not limited to, those responsible for providing advice on budgets, audits, Board policy, contracts, and personnel matters at the Board's request.

When a majority of the members of the Board attend an open and noticed meeting of a standing committee, the Board members who are not members of the standing committee shall attend only as observers. (Government Code 54952.2)

**BOARD COMMITTEES** (continued)

Whenever any advisory or standing committee, including a committee not otherwise subject to the Brown Act, posts a meeting agenda at least 72 hours in advance of the meeting, that meeting shall be considered as a regular meeting of the Board for purposes of the Brown Act and therefore must be held within district boundaries unless otherwise authorized by law. (Government Code 54954)

Committees may meet in a closed session during a regular or special meeting only for those purposes specifically authorized by law for closed sessions held by the Board.

**BOARD COMMITTEES (continued)**

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

**State References**

Ed. Code 35010  
 Ed. Code 35024  
 Ed. Code 35160  
 Ed. Code 35160.1  
 Gov. Code 54950-54963  
 Gov. Code 54952  
 Gov. Code 54952.2  
 Gov. Code 54954  
 Gov. Code 54954.3  
 Gov. Code 54957

**Description**

Control of district; prescription and enforcement of rules  
 Executive committee  
 Authority of governing boards  
 Broad authority of school districts  
 The Ralph M. Brown Act  
 Legislative body, definition  
 Meeting, defined  
 Time and place of regular meetings  
 Opportunity for public to address legislative body  
 Complaints against employees; right to open session

**Management Resources References**

Attorney General Opinion  
 Attorney General Opinion  
 Attorney General Opinion  
 Court Decision  
 CSBA Publication  
 Website  
 Website

**Description**

79 Ops.Cal.Atty.Gen. 69 (1996)  
 81 Ops.Cal.Atty.Gen. 156 (1998)  
 80 Ops.Cal.Atty.Gen. 308 (1997)  
 Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4<sup>th</sup> 781  
 The Brown Act: School Boards and Open Meeting Laws, 2014  
 National School Boards Association  
 CSBA

**Cross References**

0400  
 1220  
 1312.1  
 2230  
 3100  
 3280  
 3460  
 9121-B  
 9140-B  
 9150-B  
 9223-B  
 9310-B  
 9320-B  
 9321-B  
 9322-B  
 9323-B

**Description**

Comprehensive Plans  
 Citizen Advisory Committees  
 Complaints Concerning District Employees  
 Representative And Deliberative Groups  
 Budget  
 Sale Or Lease Of District-Owned Real Property  
 Financial Reports And Accountability  
 President  
 Board Representatives  
 Student Board Members  
 Filling Vacancies  
 Board Policies  
 Meetings And Notices  
 Closed Session  
 Agenda/Meeting Materials  
 Meeting Conduct

Bylaw  
 adopted: January 17, 1998  
 Reviewed by the Board of Education:  
 June 22, 2021 and July 20, 2021  
 Bylaw  
 Revised: August 10, 2021