

Policy #: 185
SCHOOL DISTRICT OF WEBSTER
Date Adopted: May 17, 2011
Date Revised: October 21, 2024
Policy Title: Board Committees

Committees of Board members shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board and act in an advisory capacity, but shall not take action on behalf of the Board.

All committees shall comply with the Open Meetings Law by providing notices of each meeting, posting the time and date, place, subject matter of the proposed meeting, and any matter intended for the consideration at the contemplated closed meeting pursuant to 19.84, Wis. Stats. In addition, committee meetings may provide for a period of public comment, and recording appropriate minutes of the meeting. A committee shall require a quorum, consisting of a majority of its members, to take any action. A committee may conduct a closed meeting provided it is for one of the purposes described by state statute, and that the committee abides by all requirements for the conduct of a closed meeting.

The President is authorized to create committees and appoint board members as necessary. Committees may also be created by a majority of the members present at any meeting at which the need for a committee becomes evident. Members of standing committees shall serve a term of one (1) year. Members of ad hoc committees shall serve until the committee is discharged.

The District Administrator shall serve as an ex-officio member of each committee.

A member may request (or refuse) appointment to a committee. Refusal to serve on any one committee shall not be grounds for failure to appoint a member to another committee.

Cross Reference:

Legal Reference: Wisconsin Statutes

- [Section 19.83](#) [public meetings]
- [Section 19.84](#) [public notice of meetings]
- [Section 19.85](#) [exemptions to open meetings]