

AD HOC COMMITTEES EXHIBIT

Ad Hoc Committee Purpose and Function

The specific purpose of each *ad hoc* committee varies. Generally, the primary function of an *ad hoc* committee is to give specific advice and suggestions. The advice and suggestions should focus on the purpose and duties stated in the board resolution establishing the committee. It is the board's role to take action based on information received from the *ad hoc* committee and other sources. *Ad hoc* committees may be subject to the open meetings law.

Role of an Ad Hoc Committee Member

The primary role of an *ad hoc* committee member is to be a productive, positive member of the committee. In doing so, it is important to listen to and respect the opinions of others. When the *ad hoc* committee makes a recommendation to the board, it is important for the *ad hoc* committee members to support the majority decision of the *ad hoc* committee. An *ad hoc* committee will function best when its members work within the committee framework and bring items of business to the *ad hoc* committee.

Ad Hoc Committee Membership

Ad hoc committee members may be appointed by the board. The board may request input from individuals or organizations, or it may seek volunteers to serve. Only the board or superintendent has the authority to appoint members to an *ad hoc* committee. Boards must follow the legal limitations or requirements regarding the membership of an *ad hoc* committee.

Approved 7/1993

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Revised _____