Martin Luther King, Jr. Elementary School

Committee Policy

KRS 160.345(2) (c)2

**Standing Committee:**

Standing committees shall be formed to aid the council. The function of the committee shall determine the make-up. Committee shall consist of at least three (3) members. At least one parent and one teacher shall serve on each standing committee. Standing committees shall make recommendations to the council and the council shall have final authority. The make up of the committee shall be determined by the principal. The principal has authority to appoint members to a committee. The members shall appoint the committee chairperson. Classified personnel shall be appointed on committees when applicable.

**Ad Hoc Committee:**

Ad hoc committees shall be formed to complete specific tasks not completed by standing committees. Once the task is completed, the committee shall be abolished. Ad hoc committees shall be formed in the same manner as standing committees. The size of the committee and representation shall be determined by the council giving authority to the principal when a committee is needed.

**Terms:**

Standing committees shall serve for one year beginning July 1st and ending June 30th. Ad hoc committees shall serve until they are abolished, not to exceed one year. All committee members may serve an unlimited number of consecutive one year terms.

**Decision Making:**

All committees shall use consensus as the primary method of making decisions. In the event consensus can not be reached majority rule may be applied. Such decisions shall be make by two-thirds (2/3) majority of the committee members. Only committee members are eligible to vote. A tie vote shall constitute no action by the committee and the decision shall be at the discretion/authority of the principal on behalf of the council.

**Quorum:**

Two-thirds (2/3) of the members of the committee must be present for the committee to make a decision.

**Open Meetings:**

All committee meetings shall be open to the public except when personnel, legal issues affecting the committee, or right-to-privacy issues are under construction. Under one or more of these conditions a committee may go into executive session. All decisions made by the committee shall be in the open meeting.

**Minutes:**

All committees shall keep all official meetings and shall file such minute in a minute book made available to the public in the school’s administrative office. Committees shall approve all minutes.

Reviewed 2-15-23