

STANDING COMMITTEES (Revised 1-17-05)

Committees of the School Board shall be appointed by the president of the Board. The function of these committees shall be fact finding and advisory, but never legislative or administrative. Other committees may be appointed at the discretion of the Board. Organization, bus policies, approval of changes in bus routes, and other transportation matters will come directly to the Board without committee recommendation. All actions of committees unless expressly delegated previously are to be approved by the School Board acting as a whole. When a Board committee has been granted power-to-act, then all Board members in attendance may vote on the issue. The various committees and their functions are:

A. Personnel:

Employment of instructors and personnel policy-making are to be referred to this committee. Contracts for professional staff will be transmitted for Board approval after review by the committee. The committee shall receive recommendations for staff employment from the district administrator.

B. Finance:

It shall be the responsibility of this committee to review the annual budget for the general fund, James Valley Career & Technology Center, and Buffalo Valley Special Education Unit, as presented by the district administrator. The committee shall recommend the dollar amount and estimated tax rates for the general fund, building fund, special fund, interest and sinking fund, vocational center fund and special education fund. The proposed budgets shall be available to the Board by July 1st.

C. Building and Grounds:

Projects involving this area shall be reviewed by the committee and presented to the School Board. Personnel policies for employees involved in maintenance and repair are a part of its responsibility. Normally, repairs costing \$2,500 or more need to be referred to this committee for review. Recommendation for salary for maintenance personnel will be referred to the Finance Committee.

D. Policies and Procedures:

It shall be the responsibility of the Policy and Procedures Committee to review existing School Board policies and to recommend changes to the School Board. The Committee shall also hear complaints that might arise from implementation of policies.

E. Curriculum, Assessment and Instruction:

This committee and the district administrator shall review and recommend to the Board any major changes in the educational program after such changes have been suggested by and/or reviewed with the appropriate school staff. Changes in textbooks proposed by the school staff will also be reviewed by this committee and the district administrator, and then recommended to the Board.

F. Activities:

This committee shall review practices in the activity area as outlined by the school staff. Major changes in the nature and scope of activities shall be presented to the committee. The finances of all activity organizations shall be reviewed by the committee and examined annually by a certified accountant.

SCHOOL BOARD-NEGOTIATION TEAM POWER TO ACT

Certified Staff:

The Jamestown Public School Board's Negotiation Team shall be authorized to negotiate with the association representing the teachers. The Board will accept or reject the settlement at the first regular meeting following the conclusion of the negotiation process. A copy of the Negotiated "Salary Schedule Provisions" shall be attached to the official school board minutes.

Administration:

The Jamestown Public School Board's Finance Committee shall be authorized to review and discuss salary and benefit schedules with administrators of the Jamestown Public School System. Specific salary and benefits for each administrator shall be approved by the Board and will become part of the official school board minutes when contracts are approved.

Legal Ref: NDCC 15.1-09-33; NDCC Ch. 15.1-16-01; NDCC 44-04-19