

## Information and Operations Committee 2022-2023

Chair:	Julie Wray, Board Member
Members:	Derek Almy, Director of Student Services Hillary Austin, Superintendent Sara Lattin, Board President Beth Manwaring, Public Information Coordinator Joshua Palmer, Board Member

### **Article I: Charge to the Committee**

The District Information and Operations Committee is charged with keeping the Board of Education informed of current activities, policies, practices, and operations within the district and how these particulars may be affecting staff, students, or the community.

### **Article II. Term**

This Charter is effective from July 1, 2022, through June 30, 2023, subject to amendment or revocation by the Board.

### **Article III. Chair**

There shall be a Chairperson, agreed upon by the Board of Education members of the committee and approved by the Board of Education.

### **Article IV. Membership Number:**

The Committee should be comprised of up to four board members.

## **Qualifications:**

At least four members of the Information and Operations Committee shall also be members of the Board of Education. The Committee will also consist of the Superintendent, Director of Student Services, and the Public Information Coordinator. At no time may the membership include a number of members who are also members of the Board of Education equal to or in excess of the number constituting a quorum of the Board of Education.

## **Appointments:**

Members of the Information and Operations Committee may be recommended by the Chair, subject to the approval of the President of the Board of Education as per current Board of Education Policy 1321. The Chair shall be responsible for submitting candidates to the Board of Education for approval by the President in the same manner that other action items may be placed before the Board.

## **Resignation:**

Members may resign at any time by communicating such resignation to the Chair, the Board President, or the Board Clerk.

## **Article V. Powers**

### **Scope of Powers:**

The Information and Operations Committee shall be subject to all Policies and Regulations of the District and to applicable law. The Information and Operations Committee may make recommendations to the Board of Education or the Superintendent, as appropriate, to take actions for the benefit of the district.

### **Meetings:**

Second Thursday of each month. Meetings of the Information and Operations Committee shall be scheduled, posted, and conducted as required by the Open Meetings Law.

## **Decisions:**

The Information and Operations Committee should, in the first instance, attempt to make decisions by consensus. If consensus cannot be reached, the Information and Operations Committee can make decisions by majority vote. No decision or recommendation shall be recognized as an act of the Information and Operations Committee without agreement of a majority of the membership.

## **Information:**

The Information and Operations Committee may request of the district administration any information the Information and Operations Committee believes is necessary to conduct its work, but the administration shall not disclose any information otherwise kept confidential by the policies of the district or by applicable law without specific authorization of, and subject to any terms imposed by, the Board of Education.

## **Article VI. Obligations**

### **Objectives:**

The Information and Operations Committee shall have as its primary function keeping the Board of Education informed of current activities, policies, practices, and operations within the district. The Committee will further examine data as well as current practices and procedures within the district. The Committee will receive presentations throughout the school year from differing personnel members to expand their knowledge of current practices and procedures that are occurring in the district and how they impact students, families, and the community.

### **Reports:**

The Information and Operations Committee shall report on each meeting and actions recommended by the Information and Operations Committee via monthly progress reports at Board of Education Meetings and the posting of minutes/notes taken at meetings by the Secretary of the Committee.