



Policy Type: Governance Process
Policy Title: Board committee principles
Effective: March 5, 2009

Board committees, when used, will be assigned so as to reinforce the wholeness of the board's job and so as never to interfere with delegation from board to Director.

Accordingly,

1. Board committees are to help the board do its job, never to help or advise the staff. Committees ordinarily will assist the board by preparing policy alternatives and implications for board deliberations. In keeping with the board's broader focus, board committees will normally not have dealings with current staff operations.
2. Board committees may not speak or act for the board except when formally (at a board meeting with a motion) given such authority for specific and time-limited purpose. Expectations and authority will be carefully stated in order not to conflict with authority delegated to the Director.
3. Board committees cannot exercise authority over staff. Because the Director works for the full board, he or she will not be required to obtain approval of a board committee before an executive action.
4. Board committees are to avoid over-identification with organizational parts rather than the whole. Therefore, a board committee that has helped the board create policy on some topic will not be used to monitor organizational performance on that same topic.
5. Committees will be used sparingly and ordinarily in an ad hoc capacity.
6. This policy applies to any group that is formed by board action, whether or not it is called a committee and regardless of whether the group includes board members. It does not apply to committees formed under the authority of the Director.
7. The establishment of a subcommittee must be made at a regular board meeting with a clearly defined purpose and selection of membership including membership terms.
8. Committees shall keep accurate agendas and minutes.
9. Committees will report to the board as specified in the establishment of the committee or as requested.

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10. The board secretary post on the school website all active committees and the membership of each committee.

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Certification

The Undersigned officers and or directors of Lakeview Academy certify that this Board Committee Principles policy was duly adopted as of March 5, 2009.

Signature: Tina Smith

Print Name: Tina Smith

Title: Board Vice President

Signature: Cory Thorson

Print Name: Cory Thorson

Title: Board Member