## SUBCOMMITTEES OF THE SCHOOL COMMITTEE

The School Committee will have no standing Committees. It may, however, establish special subcommittees at its discretion. These subcommittees may be created for a specific purpose and to make recommendations for Committee action.

1. The subcommittee will be established through action of the School Committee;
2. The subcommittee chairman and its members will be appointed through action of the School Committee;
3. The subcommittee will be provided with a list of expectations, functions and duties and the date by which they should be completed;
4. Minutes will be kept of all meetings of any subcommittee. Copies of subcommittee minutes will be sent to School Committee members and the Superintendent in a timely fashion;
5. The subcommittee may make recommendations for School Committee action, but it may not act for the School Committee;
6. The School Committee chairman and Superintendent will be ex-officio members of all special subcommittees;
7. Upon completion of its assignment, the School Committee will dissolve a subcommittee, or it may be dissolved by a vote of the School Committee at any time.
