	<p>SEATTLE SCHOOL DISTRICT NO. 1 BOARD BYLAWS</p> <p>BOARD COMMITTEES</p>	<p>Bylaw B11.00 Revised OCT 1, 2008</p> <p>Page 1 of 2</p>
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After the election of officers and prior to the first meeting in January, the Board President, in consultation with the rest of the Board, shall determine the membership and chair of each Board committee.

At the first meeting of each committee, a yearly meeting schedule and goals shall be developed. The committee will also develop an annual work plan in consultation with district staff and reviewed by the executive committee.


The Board President may establish ad hoc committees and committees of the whole from time to time.

If committee members are unable to attend a meeting, they can recruit a substitute board member to participate and vote in that meeting; other board members who attend may participate in discussion but cannot vote. If a committee member is absent and has not arranged for a substitute, visiting board members can vote on issues in the order they show up, until three board members are present. Proxy votes are not permitted.

The Board President may also call for executive sessions to deal with personnel, labor negotiations, litigation, and other matters permitted by law. Standing committees and Board assignments shall consist of:

Executive Committee

The committee shall be made up of the president, vice president, and member-at-large; these committee members are elected by the full board. The main purposes of the committee are: to act as liaison to all Board members; to provide leadership for Board activities; to develop meeting and retreat agendas, schedule work sessions, and all other board meetings; refer issues to the appropriate board committee; draft superintendent evaluation materials for board and manage the superintendent evaluation process; coordinate legal issues; develop a government relations plan for the full board, including federal, state and local jurisdictions; draft a legislative agenda for the full board; provide representation with the Joint City/Schools Committee; draft positions on resolutions, ballot measures, and initiatives for the full board; interface with WSSDA and other school districts; and coordinate with government entities, other education advocacy groups and individuals; develop the board annual work plan and operations; coordinate the annual review of board bylaws; and to be a sounding board for the Superintendent.

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Audit and Finance Committee

Three members shall serve on the committee as determined and selected by the Board President. The main functions of the committee are to: monitor financial matters of the District; approve the budget timeline; provide oversight of the budget development process; conduct budget based program reviews in consultation with the Student Learning and Operations Committees; develop an annual committee work plan with staff; and develop, review, and propose financial policy to the Board.

Operations Committee

Three members shall serve on the committee as determined and selected by the Board President. The purpose of the committee is to make operations policy recommendations to the full board; make facilities and capital programs policy recommendations to the full board; and develop and review operations policies as needed.

Curriculum & Instruction Policy Committee

Three members shall serve on the committee as determined and selected by the Board President. . The purpose of the committee is to develop and review academic policies and an annual committee work plan with staff.

Other Assignments

The President may appoint Board members to external boards and committees as appropriate.

Former Code: B02.02 and B02.09.01

References:	RCW 28A.320.040 28A.330.090	Bylaws Auditing committee and expenditures
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