## SUBCOMMITTEES OF THE SCHOOL COMMITTEE

The School Committee shall appoint members to subcommittees at their annual organizational meeting for a period of one year. 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;
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.
8. All Subcommittees of the School Committee are subject ot the provisions of the Open Meeting Law.

LEGAL REF.: M.G.L. 30A:18-25

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