

POLICY	BOARD OF EDUCATION OF FREDERICK COUNTY, MARYLAND
ORGANIZATION OF THE BOARD	SECTION 101
101.1 Title 101.2 Officers 101.3 Standing Board Committees 101.4 Advisory Committees and Board Liaison Positions 101.5 Student Member	Adopted: 6/11/03 Amended: 9/12/07

101.1 Title

This body is to be known by the name of *Board of Education of Frederick County*.

101.2 Officers

At its first meeting after the first Tuesday each December, the board shall elect its officers from among its members. As secretary to the board, the superintendent shall act as presiding officer during the elections.

101.3 Standing Board Committees

A. Purpose of Standing Board Committees

To more efficiently fulfill its duties, the board has established two standing committees: the "facilities and finance committee" and the "curriculum and instruction committee." The committees provide the opportunity for discussion and information sharing relating to their subject areas prior to presentation of recommendations to the full board.

B. Role of Facilities and Finance Committee

The facilities and finance committee shall focus on subjects such as: facility master planning; school design, construction, and maintenance; public use of facilities; attendance area studies; transportation; bid awards and financial reports; and state or federal legislation which affects school facilities or finances. Regular reports on progress of the building projects will be made to the board by the staff and/or architect.

C. Role of Curriculum and Instruction Committee

The curriculum and instruction committee shall focus on subject such as: new curriculum and instructional programs; policies related to discipline and student activities; and state or federal legislation which affects curriculum, instruction, or school administration.

D. Committee Membership and Meetings

Each committee will consist of three board members, appointed annually in December by the board president. The board president shall also select the chair for each committee. The committees will meet at a time and location convenient to the members.

All board members may attend committee meetings, but no official board action shall be taken by the board at a committee meeting even if a quorum of members is present.

The committee chair shall establish the agenda, conduct the meeting, and facilitate communication of committee business. Committee recommendations shall be determined by majority vote of the committee.

E. Public Comment at Committee Meetings

The committees shall listen to public comment during committee meetings concerning items on the agenda. Public Comments shall be conducted in a manner determined by the committee consistent with the board goal of listening to public concerns.

101.4 Advisory Committees and Board Liaison Positions

A. Establishment of Advisory Committees

To better understand community and system needs and concerns, the board has established various advisory committees. Other committees are established by law. The committees include:

- Family Life Advisory Committee
- Career and Technology Advisory Council
- Advisory Committee on Multicultural Education
- Endowment Fund Committee
- Ethics Panel
- Special Education Advisory Committee
- Frederick County School Health Council
- Nutrition Advisory Council

The board will determine when committees will include board member representation.

B. Board Liaison to Committees

The president of the board may assign members to serve in board liaison positions as follows:

- Legislative Liaison
- PTA Council of Frederick County
- Interagency Internal Audit Authority (IIAA)
- Maryland Association of Boards of Education (MABE)
- Frederick County Parks and Recreation Commission

C. The president shall assign board members to designated committee and liaison positions and make recommendations at the request of outside agencies for board member representation.

D. Ad Hoc Committees

The board may establish ad hoc committees as needed to address a specific issue or concern.

101.5 Student Member

The Frederick County Association of Student Councils (FCASC) shall select a student member for each school year. The student may sit with the board during all regularly scheduled public meetings. The student member shall have no official vote, but may speak on topics as they are discussed. The minutes shall reflect the student's opinion.