

SCHOOL COMMITTEE ORGANIZATION AND CONDUCT OF BUSINESS

PURPOSE:

The purpose of this policy is to establish the organizational and operating components of the School Committee itself and to set forth the standards of expectation of its members selected to fulfill specifically designated duties and responsibilities of the School Committee.

PHILOSOPHY:

The School Committee is committed to the belief that the conduct of business of the North Kingstown School Committee should be guided and controlled through a democratic process which recognizes the placement of assigning of duties and responsibilities and specific authority on its members in accord with standards as herewith set forth.

POLICY STATEMENT:

The School Committee members shall be guided by the following standards of expectation in the conduct and fulfillment of their individual and collective roles and responsibilities as members of the North Kingstown School Committee.

1. Officers of the School Committee.
 - a. The officers of the School Committee shall be the Chairperson and the Vice Chairperson. They shall be elected at the Biennial Organization Meeting and hold office for two (2) years.
 - b. In the event either office may become vacated by resignation, death, or any other reason, a special meeting shall be held for the purpose of filling the vacancy by election.
 - c. In the event both officers are absent from a meeting, the Committee shall choose a Chairperson pro-tempore.
2. Duties of Officers of the School Committee.
 - a. Chairperson:
 1. Preside at all meetings when present.
 2. Appoint all subcommittees with the advice and consent of the full Committee.
 3. Have the right, as other members of the Committee, to offer resolutions, to discuss questions, and to vote thereon.
 4. Sign, as needed, any orders or official papers of the Committee.

b. Duties of the Vice Chairperson:

1. The Vice Chairperson shall have the powers and duties of the Chairperson in his/her absence or during his/her disability, and such other powers and duties as the School Committee may from time to time determine.

3. Conduct of Official Business/Quorum.

The presence of a majority of the members of the School Committee at a legally called meeting shall constitute a quorum for the transaction of official business of the North Kingstown School Committee.

4. Superintendent as Executive Officer for the School Committee.

The administration of the School System in all of its aspects shall be delegated to the Superintendent, who shall carry out the administrative functions in accord with the policies adopted by the School Committee. The execution of all decisions made by the School Committee concerning the internal operation of the School System shall be delegated to the Superintendent.

5. School Committee Legal Counsel.

In accordance with R.I. Gen. Laws § 16-2-9(g), the School Committee shall appoint legal counsel knowledgeable in School Law to represent the School Committee and serve as its legal counsel.

6. School Committee Clerk.

The School Committee shall appoint a person to serve as the Official Clerk of the School Committee who shall be a non-voting representative of the Committee who shall be in attendance at all legally called meetings of the School Committee. On the occasion of a necessary absence due to illness or other justifiable reason, a temporary replacement shall be utilized.

The clerk shall work under the direction of the Committee and shall assume the duties and responsibilities as specified in School Committee Policy BDC.

Amended: 9/25/02, 1/10/2017

