

**Wurtland Middle School**  
**Council Policy**  
**Committees**  
*KRS 160.345(2)(c)2*

Policy Number	
1	
Type:	Required

Committees at Wurtland Middle School will be ad hoc in structure, organized to deal with specific issues as the need arises.

Ad hoc committees are established to gain input from all stakeholders including certified and classified staff parents, students, and community members. Ad hoc committees shall serve as a school council resource for gathering data and information and making recommendations to the school council. Ad hoc committees are formed and dissolved by the school council as needed.

Each school council committee shall consist of representatives from the staff and parents. Committee membership may open to all interested persons, including school district staff, students, parents and community residents at the discretion of the school council.

Committee membership shall be limited to no more than 6 persons, or at the discretion of the school council. Committees shall elect a chairperson from their membership who shall serve for a term of no longer than one year.

Committee decisions shall be made by consensus. In the event that consensus is not reached, the issue will be brought to the school council for final decision. School council committees shall carry out tasks assigned to them by the school council. Committees may decide to bring issues of concern or interest to the school council. Committees may research issues, gather school wide input, or prepare revise or prepare drafts of school council policies.

Committee chairs will report as requested by the school council. Committee chairs shall provide the council secretary with written minutes of their meetings no later than 10 days after the committee meeting has occurred.

Each school council committee shall choose the time, place, and schedule for their committee meetings. Committees must comply with all provisions of the Open Meetings and Open Records laws. Committees will follow the record keeping procedures used by the school council.