

Section 2-2.7:2. Appointment to Standing Committees and foundation boards; appointment to Citizen Advisory Committees; reports by committees; number of committee members. —

A. School Board Members will be appointed to Standing Committees of the School Board and Foundation Boards by the School Board Chair with the approval of the School Board. School Board Members will be appointed to Standing Committees each year at the January organizational meeting of the School Board. Appointments may be reviewed by the Chair as necessary for changes in the appointments, **except for appointments to the Legislative Committee. Appointments to the Legislative Committee will be made at the School Board's first meeting in July of each year.** Each School Board Member should be assigned to at least one (1) Standing Committee. When making an appointment the Chair should take into consideration, but not be limited to, the following:

- (a) equitable distribution of Standing Committee assignments among School Board Members;
- (b) expressed interests of School Board Members;
- (c) experience as a School Board Member;
- (d) a School Board Member's training, education and/or experience with the purpose of the Standing Committee;
- (e) continuity of service and historical knowledge;
- (f) availability for meetings;
- (g) the need for diversity;
- (h) the needs of the School Board; and
- (i) other good and just reasons for appointment.

Should one or more representatives of the School Board be needed to attend a Standing Committee meeting prior to the School Board's adoption of Standing Committee assignments, the Chair is authorized to temporarily appoint School Board Members to Standing Committees. Appointments to a Standing Committee are effective until December 31st of each year, **except for appointments to the Legislative Committee which will be effective until June 30th of each year.**

The School Board Chair is also authorized to appoint alternates to Standing Committees, should the School Board Member assigned require another School Board Member to substitute. In the absence of an alternate or when an alternate is unavailable, the Chair may assign another School Board Member to represent the School Board at a meeting of the Standing Committee.

B. The School Board will appoint citizens to serve on Citizen Advisory Committees. All appointments to citizen advisory committees must be made at the June meeting of the School Board for a one-year term that will begin July 1st and end June 30th of each year. The School Board will issue a public announcement and will determine the process for receiving applications and/or letters of interest from citizens to serve on citizen advisory committees. Members of the School Board can request that a citizen be reappointed to serve on a citizen advisory committee if the citizen is currently serving on a citizen advisory committee and desires reappointment without the citizen having to submit an application or letter of interest for reappointment. However, any member of the School Board who wants to reappoint someone to serve on a citizen advisory committee must submit the request for reappointment in writing to the clerk of the School Board forty-eight (48) hours prior to the scheduled meeting of the School Board in which a vote is to occur

for the appointment of citizens to serve on citizen advisory committees. In selecting citizens to serve on citizen advisory committees the School Board should take into consideration, but not be limited to, the following:

- (a) equitable distribution of citizen advisory committee members among the seven voting boroughs of the City;
- (b) expressed interests of the citizen to serve on a citizen advisory committee;
- (c) the need for diversity;
- (d) the needs of the School Board; and
- (e) other good and just reasons for appointment.

C. ~~Unless otherwise specified, the School Board will determine when committee reports are due and the format required for any such report.~~ All reports coming from standing committees or citizen advisory committees must be presented in writing to the full School Board. Oral reports are not allowed. If any member of the School Board has a particular question or concern regarding a written report, that question or concern should be communicated to the School Board chair and if a further explanation or clarification is required the School Board chair will have the chair of the standing committee or citizen advisory committee to appear at a public meeting of the School Board to offer explanation or clarification relative to information contained in the written report.

D. The School Board will determine the number of School Board Members to serve on Standing Committees and the number of citizens to serve on Citizen Advisory Committees. In determining the number to serve on a committee, the School Board will take into consideration, but not be limited to, the following:

- (a) complexity of the assigned task;
- (b) frequency of meetings;
- (c) number of persons who have expressed an interest in serving; and
- (d) reporting requirements.

(Ordinance 19/20-5; Effective Date: September 12, 2019; Ordinance 24/25-77, Revised/Effective: December 12, 2024)

Legal Authority - Virginia Code § 22.1-78 (1950), as amended.