

The Board may create committees if they are deemed helpful to the Board in the performance of its responsibilities. If committees are established, they may not interfere with the delegation of authority from the Board to the Superintendent. Committees may not exercise authority over the Superintendent or staff. Any direction to the Superintendent related to a committee recommendation will come from the full Board.

1. Board committees and other such entities, by whatever name created by the Board, will not direct, advise, assist or oversee the Superintendent or staff. Committees customarily will prepare recommendations for Board consideration. Board committees will have no authority over staff and may exercise demands on staff time and organizational resources only to the extent authorized in this policy. In keeping with the Board's broad focus, Board committees normally will not have direct dealings with current District operations.
2. Board committees may not speak or act for the Board unless specifically authorized by the Board. The responsibilities and authority of all Board committees are carefully stated in this policy to assure that committees fully understand their duties and extent of authority, and to assure that committee work will not usurp or conflict with the Board's own authority or conflict with authority delegated to the Superintendent.
3. All special Board committees are considered to be ad hoc, or temporary. Special committees are discharged or terminated the earlier of: (1) when they have completed their task and made a final report, (2) when discharged by the Board, or 3) at the termination date stated when they were created.
4. Board committees may or may not include members of the Board.
5. All Regular Board committees are as listed below in this policy.
6. All committee meetings are open to the public.
7. All legal requirements for the operation of the District – local, state, and federal – will be followed.

**8. Auditing Committee**

- a. The Auditing Committee is established under RCW 28A.330.090.
- b. The Auditing Committee consists of all Board Members. Any applicable actions of the Board will be considered actions of the Auditing Committee without the need to explicitly state that fact. The Committee may establish special or standing sub-committees which may include no more than two Board members.
- c. The Auditing Committee should assure itself that the District has adequate procedures and controls in place to maintain proper financial responsibility, but it will not be necessary for the Committee to examine the supporting documentation for every expenditure approved by the Board under RCW 28A.330.090.
- d. In auditing all accounts, the Committee may rely upon audits performed by the Office of the State Auditor or any independent audit ordered by the Board.

**9. Instructional Materials Committee**

- a. The Instructional Materials Committee (IMC) is established under RCW 28A.320.230.
- b. The IMC shall be appointed by the Superintendent with the approval of the Board and shall consist of:
  - i. At least six representative members of the district's professional staff, including representation from the district's curriculum development committees;
  - ii. Five parents selected from among individuals nominated by each of the five Board members, with each Board member nominating for one of the five parent positions; and
  - iii. Up to five additional non-voting community members.
- c. The IMC shall develop and make recommendations to the Board in accordance with District policy and procedures established by the Superintendent.
- d. Final approval of the District's curriculum and instructional materials is reserved to the Board. Unless specifically excluded, when the Board approves the minutes of the IMC, the Board is approving the recommendations from the IMC as stated in its minutes.

Adopted: January 18, 2023  
Monitoring Method: Board self-assessment  
Monitoring Frequency: Annually