

## AD HOC COMMITTEES

Whenever the Londonderry School Board appoints AD HOC Committees to examine problems (or needs), the following stipulations shall guide the committees.

The number of committee members shall be determined by the School Board with each member appointed to a term not to exceed three years. Applications for subsequent terms shall be submitted to the superintendent and reviewed for action by the School Board.

Each Ad Hoc Committee may consist of representation from the School building parent groups, the administration and a liaison from the School Board. In order for a parent to represent a given school, he/she must have a child attending that school. All other members shall be appointed at-large.

Each newly appointed committee shall:

- a. elect a chairperson
- b. post each meeting
- c. keep minutes
- d. forward copies of the minutes to the superintendent who shall share same with the School Board.

Each Ad Hoc Committee shall be issued a CHARGE which shall spell out terms of its membership, their specific role and responsibilities.

Any committee member who fails to attend three consecutive meetings (without explanation) shall be replaced by the Board. The chairperson shall inform the superintendent of replacements as needed.

Individuals interested in being considered for appointment to a committee should complete an application form available in the School District Office.