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| Book         | Policy Manual                                                          |
| Section      | Issue 1 of 2025 March PDQ (Revised - REQUIRING DISTRICT CUSTOMIZATION) |
| Title        | Board Committees                                                       |
| Code         | BCE                                                                    |
| Status       |                                                                        |
| Adopted      | September 17, 2012                                                     |
| Last Revised | May 19, 2025                                                           |

### **Board Committees**

The Board may authorize the establishment of committees from among its membership as it finds such action necessary to study operations in specific areas and to make recommendations for Board action.

The following may govern the appointment and function of Board committees.

1. The committee is established through action of the Board.
2. The chairperson and members are named by the Board President.
3. The committee may make recommendations for Board action but may not act for the Board unless specifically authorized.
4. The Board President and the Superintendent are ex officio members of all committees.
5. No committee appointments extend beyond the ensuing annual organizational meeting, at which time the newly elected President has the privilege of making new appointments or reappointments. A committee may be dissolved at any time by a majority vote.
6. The Open Meetings Act (Sunshine Law) and its exceptions apply to Board meetings and Board-appointed committee and subcommittee meetings.

Board members may participate in committee meetings via video conference or other electronic technology in accordance with the following:

1. Board members are not compensated for attending committee meetings.
2. The Board member provides notification to the committee chair of their intent to participate virtually at least 48 hours before the meeting.
3. The Board provides notification of committee meetings held virtually in accordance with Board policies and procedures for notification of meetings. Notice must be provided at least 72 hours in advance of the meeting to the media who have requested notification and other parties required to be notified in a manner that the individual can determine the time, location and agenda and the manner by which the meeting will be conducted. In the event of an emergency, the Board immediately notifies the news media that have requested notification and other parties required to be notified of the time, place and purpose of the meeting.

4. The public is provided access to the virtual meeting commensurate with the method in which the meeting or hearing is being conducted. Methods may include but not be limited to livestreaming via the internet, cable or public access channels, or by any means of any other similar electronic technology.
5. The Board ensures the public can observe and hear the discussion and deliberations of all members of the meeting whether the Board members are participating in person or electronically.
6. Board members participating virtually must have sufficient internet or other electronic connection to allow them to be seen and heard clearly and must be visible at all times.
7. Any votes taken in the meeting are taken by roll call vote unless there is a motion for unanimous consent and the motion is not objected to by a Board member. If a vote is taken unanimously, the Board provides the public with information on how members of the Board voted including any members who abstained from voting.
8. A virtual committee meeting is not held and a Board member cannot attend committee meetings virtually if any of the following apply:
  - A. The meeting involves a vote to approve a major nonroutine expenditure as determined by the Treasurer;
  - B. The meeting involves a vote to approve a significant hiring decision as determined by the Board;
  - C. The meeting involves a purpose to propose, approve or vote on a tax issue or tax increase or
  - D. If, upon notification of an upcoming meeting, and no later than 48 hours before the meeting the greater of at least 10% of the Board committee or at least two members of the committee, notify the chairperson that an item on the agenda must be acted on at a meeting conducted fully in person. Upon the chairperson's acknowledgement of receipt of notification, the Board committee takes action on the agenda item only in a meeting conducted fully in person.

#### Legal References

ORC 121.22(B)  
ORC 121.221

#### Cross References

ABA, Community Involvement in Decision Making (Also KC)  
ABB, Staff Involvement in Decision Making (Also GBB)  
BCB, Board Officers  
BCF, Advisory Committees to the Board  
BCFA, Business Advisory Council to the Board  
BDDG, Minutes  
BDDH, Public Participation at Board Meetings (Also KD)

*NOTE: House Bill (HB) 257, effective April 9, 2025, enacts Ohio Revised Code (RC) 121.221 authorizing some public bodies to meet virtually in specific circumstances.*

*Even though a school board of education and its committees and subcommittees are public bodies, RC 121.221(B)(5)(a) provides that no public body may hold virtual meetings or hearings if the members of the public body either:*

- *receive compensation (other than reimbursement for expenses) for their positions as members or*
- *are elected by vote of the general public to their positions as members.*

*This means that, even though school boards are public bodies, boards whose members are either elected or receive compensation for their service would not be permitted, under RC 121.221, to hold virtual meetings. In other words, most, if not all, school boards and educational service center governing boards cannot hold virtual meetings under the newly enacted provision.*

*However, the law defines "public body" to include school board committees and subcommittees. Because they are not elected to these committees, RC 121.221 may allow board committees to hold virtual meetings, provided that the members of the committee are not compensated for service on the committee. Boards that are*

*interested in holding committee meetings virtually should consult with their legal counsel about how the new law applies to these meetings.*

*RC 121.221 requires that boards adopt a policy on virtual meetings before holding them. The policy must include specific elements. School boards can use such a policy for committee meetings.*

*If the Board wants to allow committee members to participate virtually, a policy must be adopted by the Board prior to holding such meetings that specifies all of the required components of RC 121.221.*

Legal

[ORC 121.22\(B\)](#)

[ORC 121.221](#)

