
#9460
Advisory Committees

The establishment and functioning of citizens advisory committees will be subject to the following requirements:

- The Board will create the committee and issue its assignment. This will be fully outlined to the committee when it is appointed.
- All committees will be temporary. They will be created to serve only during the fiscal year of appointment or until completion of their assignment, whichever is shorter. Continuing the committee for all or part of the subsequent fiscal year is at the discretion of the Board.
- Committee members will be appointed by the Board. Vacancies will be filled by the Board upon the advice of the committee, or otherwise. Persons appointed will be residents concerned with public education who are able to give the effort, time, and talents needed for the committee's assignment. At the discretion of the Board, one of its members may be appointed to serve the committee in an advisory capacity.
- The Board may appoint the chairperson, or it may appoint a committee member to serve as chairperson until the committee selects a chairperson from its membership. The committee will appoint a member as secretary.
- Meetings will be announced to all committee members and Board members through the office of the Superintendent. Members of the Board, and the Superintendent or a designee, may attend committee meetings.
- Minutes of meetings will be promptly distributed to members, Board members, and the Superintendent.
- Joint meetings of the Board and the committee will be held at the request of the Board or of the chairperson of the committee.

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- To ensure smooth and orderly procedures, the chairperson of the committee will maintain liaison with the Board through the Superintendent's office.
- At the conclusion of its assignment, the committee will submit a written report to the Board. At this time a joint meeting will be called to discuss the report and the committee's recommendations.
- Through the public records of the Board and other appropriate means, the public will be informed on the organization, purpose, and membership of citizens committees and of each committee's final recommendations.

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