

BOARD INTERNAL ORGANIZATION
ADVISORY COMMITTEES

BDF
(LOCAL)

Note: For committees composed only of current Board members, see BDB.

Board Liaisons

The Board shall appoint members to serve as Board liaisons. The role of a Board liaison comprises learning about a specific area of District governance, gathering information, and serving as a liaison between senior staff and the Board.

**Advisory
Committees**

For purposes of this policy, an advisory committee is a committee composed primarily of District staff, parents, other community members, and/or students. An advisory committee may also include Board members in numbers less than a quorum of the Board.

Formation of an advisory committee may be by Board action depending on the nature and purpose of the committee. When establishing an advisory committee, the Board action shall, at a minimum, specify the:

- Number of members on the committee;
- Process to appoint members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

An advisory committee may also be established by the Superintendent depending on the nature and purpose of the committee.

An advisory committee shall be fact-finding, deliberative, and advisory and shall not assume administrative duties or responsibilities. Advisory committees shall report their findings and recommendations to the Board and/or the Superintendent, as appropriate.

**Transacting
Business**

An advisory committee may transact business only within the specific authority granted by the Board or Superintendent. To be binding, all such committee recommendations that require Board action must be reported to the Board at a regular or special meeting for approval and entry into the minutes as a public record.

Dissolution

If an advisory committee is formed by the Board, an advisory committee shall be dissolved upon completion of the assigned task or Board action at any time. If an advisory committee is formed by the Superintendent, an advisory committee shall be dissolved upon completion of the assigned task or by the Superintendent at any time.