



**AD HOC ADVISORY COMMITTEES**

Community and/or parent/guardian advisory committees can be particularly useful both in keeping the Board of Trustees and administration informed with regard to community opinion and in representing the community in the study of specific school problems. The Board of Trustees shall, when required by law or when it finds it beneficial, appoint advisory committees to assist in research projects, long range studies, program evaluation, and development of policies or educational goals/programs. Each committee shall be appointed for a specific purpose and time. The Board of Trustees may dissolve any Board of Trustees appointed committee at its sole discretion.

Such committees shall be representative of the community in relation to the tasks delegated to them, and may include staff and pupils when appropriate. No appointee shall represent an organization, geographic area, religious group or any other subdivision of the community in an official capacity.

Systematic programs shall be set up to draw on the assistance business, labor, and other organizations have to offer in developing vocational, technical and enrichment programs and in providing pupils with practical work experience.

The Board of Trustees shall adopt the committee structure and organization it deems appropriate to the assignment at hand, except for funded programs where requirements are set by law. The Board of Trustees is responsible for approving all members of a committee and the method of their selection in consultation with the Executive Director. Staff members shall not constitute a majority of any general community advisory committee.

Recommendations from the committee shall not reduce the responsibility of the board, which shall be free to accept or reject the recommendations as it sees fit. Only the Board of Trustees has the power to act. It will be the responsibility of the chairperson to see that the members of the committee are informed as to the final decision of the board.

Any publicity concerning the organization, membership, operations, findings or recommendations of any committee shall be released only by the Board of Trustees designee.

In school initiated advisory committees, the Executive Director shall draft procedures for instructing committees as to the length of time each member is being asked to serve, the services the Board of Trustees wishes them to render, the resources the Board of Trustees intends to provide, and the approximate date on which the Board of Trustees wishes to dissolve the committee. Furthermore, the committee shall be instructed as to the relationship it has to the board, to the individual Board of Trustees members, to the secretary of the board, to the Executive Director, and to the rest of the professional staff.

When the law regulates the formation and activities of an advisory committee, the administration shall cooperate fully in its activities.

**Board of Trustees Approval Date: 1/19/2010**