

ADVISORY COMMITTEES TO THE BOARD OF EDUCATION

I. Purpose

The purpose of Policy BDF is to establish procedures for the creation of advisory committees to the Board of Education and for the appointment of members to such committees.

II. Background

The Board of Education seeks to review information, provide for systematic community input, study the impact on our students and the school system, explore options on the issues and action requests which come before it, and comply with state laws and regulations. To achieve these ends, the Board of Education may establish and appoint advisory committees to the Board of Education as it deems appropriate.

III. Policy Statement/Procedures

A. Advisory Committees to the Board of Education

1. Advisory committees exist for the purpose of rendering advice based upon what is in the best overall interest of students and the mission of the school system. Such committees have only the authority vested in them through a given charge provided by the Board of Education, or as may otherwise be provided by State law. They report only to the authority which established them and serve at the pleasure of this authority, within the limits of their specific charge.
2. Advisory committees, depending on their generic purpose, can be either major (i.e., county-wide in scope) or minor (i.e., localized in scope), and, as such, take one of two forms:
 - a. Ad hoc—short-term in nature and ceasing when their specific purpose is accomplished; or
 - b. Standing—having an on-going status in accordance with the charge provided by the Board of Education.
3. A charge will be given that is appropriate to the advisory committee's purpose and will include:
 - a. a statement that the committee is advisory only;
 - b. a statement of the specific purpose, goals, and objectives;
 - c. a statement establishing a schedule for interim and/or final reports; and
 - d. other related information as relevant.
4. Term of Office—Standing Advisory Committees to the Board of Education
 - a. Individuals may be appointed to a term of office of up to five (5) years.

- b. The terms of office may be staggered to allow for the rotation of up to ½ of the membership of an advisory committee every five (5) years.
- c. [Standing advisory committee members may only serve on one standing advisory committee at a time.](#)
- d. All appointments and re-appointments to an advisory committee are subject to the approval of the Board of Education.

5. Advisory Committee Minutes

- a. Minutes of each advisory committee shall be kept and the approved minutes are to be forwarded promptly by the staff liaison to the Board of Education and Superintendent.
- b. The staff liaison will arrange to have the advisory committee's approved minutes posted on BoardDocs.

B. Standing Advisory Committees to the Board of Education

The following committees are designated as standing advisory committees to the Board of Education:

1. Budget Advocacy and Review Advisory Committee
2. Calendar Advisory Committee
3. County Citizens' Advisory Council
4. District Technology Planning Advisory Committee
5. Ethics Advisory Panel
6. Facilities and Enrollment Advisory Committee
7. Family Life Advisory Committee
8. Finance and Audit Review Advisory Committee
9. Safe Schools Committee

C. Administrative regulations will be developed to serve as general guidelines for all advisory committees to the Board of Education.

Policy adopted: July 6, 1999. Revised: November 21, 2006. Amended: January 3, 2012. Amended: December 4, 2013. [Revised: _____](#)
Board of Education of Washington County