

ADVISORY COMMITTEES

FILE: BDF

Purpose

To identify the Board's position on citizen advisory committees

Definitions

N/A

Policy Statement

The Board of Education shall establish citizen advisory committees as it deems necessary to facilitate activities and programs of the school system. The number of such committees and the composition, duration, and scope of the functions shall be determined by the Board. Advisory committees of the Board will be appointed on a standing or ad hoc basis when there is a definite function to be performed. This function should be indicated to the committee in writing when it is appointed.

Board appointed advisory committees will function within organizational frameworks approved by the Board. A staff member will be assigned by the Superintendent of Schools to each group as staff liaison to help it develop appropriate guidelines to carry out its function and coordinate its work with other advisory and staff committees.

Advisory committees required by federal or state law will be formed, and will function in accordance with the requirements pertaining to each specific program. Meetings for advisory committees will be announced through the office of the superintendent. The staff liaison is expected to attend all meetings. Minutes/notes of meetings will be distributed to committee members, Board members, the staff liaison, and the superintendent.

The advisory committee will report periodically to the Board. The Board may designate the intervals at which it will hear from advisory committees. At the conclusion of its assignment, the advisory committee shall submit a written report. Committee members may not make announcements to the public or media until such release has been cleared with the Board.

Upon completing its charge, each advisory committee will be given a new assignment or will be dissolved. No committee will continue for prolonged periods without a definite assignment.

Legal Reference	Annotated Code of Maryland	Education Article	§4-112
Policy History	Adopted	Reviewed	Revised – May 10, 2005, 1 st Reading June 14, 2005, 2 nd Reading May 14, 2013, 1 st Reading June 11, 2013, 2 nd Reading