

AD HOC ADVISORY COMMITTEES

Community and/or parent/guardian advisory committees can be particularly useful both in keeping the board and administration informed with regard to community opinion and in representing the community in the study of specific school problems. The Board 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 may dissolve any board-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 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 is responsible for approving all members of a committee and the method of their selection in consultation with the Chief School Administrator. Staff members shall not constitute a majority of any general community advisory committee.

Such committees shall serve in an advisory capacity only, proposing recommendations based on analysis of a problem, and shall exist only as long as is necessary for the study assigned to them. When a committee is ready to submit its final report, the Board shall arrange a joint meeting for the purpose of receiving the report. The Board shall give careful consideration to all recommendations, although final action and responsibility shall remain with the Board. In addition, the Board shall have sole power to dissolve its advisory committees and reserves the right to exercise this power at any time during the life of any 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 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 designee.

In district-initiated advisory committees, the CSA shall draft procedures for instructing committees as to the length of time each member is being asked to serve, the services the Board wishes them to render, the resources the Board intends to provide, and the approximate date on which the Board wishes to dissolve the committee, i.e. target completion date. (The specific topic for study shall be assigned, in writing, and a copy sent to each committee member immediately following the appointment.) Furthermore, the committee shall be instructed as to the relationship it has to the Board, to the individual Board Members, to the Secretary of the Board, to the CSA, 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.

First reading: April 10, 2006

Second reading: May 8, 2006

Legal References:

N.J.S.A. 10:4-6 et seq.	Open Public Meetings Act
N.J.S.A. 18A:10-6	Board meetings public; frequency; hours of commencement, adjournment, etc., for lack of quorum
N.J.A.C. 6:8-2.1	Quality Assurance Annual Report
N.J.A.C. 6A:16-4.2(a)	Review and availability of policies and procedures for the intervention of student alcohol or other drug abuse

Hawkins-Stafford Elementary and Secondary School Improvement Amendments of 1988 (P.L. 100-297)

34C.F.R. 200.1 to 200.89 – Part 200

Manual for the Evaluation of Local School Districts (September 2002)

Possible Cross References:

*2240	Research, evaluation and planning
*6142.1	Family life education
*6142.12	Career education
*6144	Controversial issues
*6162.4	Community resources
*6171.3	At-risk and Title 1
*9020	Public statements
*9130	Committees

*Indicates policy is included in the Critical Policy Reference Manual.