

PROCEDURE WSD104

WINOOSKI SCHOOL DISTRICT

ADVISORY COMMITTEES

1. The major purpose of advisory committees is to provide additional input into the Board's decision-making process. The ultimate authority to make decisions resides within the powers and duties of the Board and/or administrators as prescribed by law.
2. Advisory Committees will serve until a specific task is complete or for the duration of one school year, whichever comes first. Continuation of a committee will be at the discretion of the Board.
3. Generally, advisory committees will be assigned to investigate areas of educational programs that need to be developed, changed or reorganized, as well as special concerns which need the attention of the District.
4. Membership will be representative of the community and the school district. Members may include; teachers, other school personnel, parents and citizens at large. The Board shall appoint all members of an advisory committee and may appoint the Chair. The Superintendent of Schools will make recommendations for membership on advisory committees.
5. Each advisory committee formed shall be given a specific charge and timeframe for discharge of their duties and responsibilities.
6. The Board may name a Chairperson for each advisory committee. Once appointed, the chairperson may serve until the conclusion of the task or specified time period.
7. All meetings of advisory committees shall be held in accordance with relevant Vermont laws and minutes of each meeting shall be kept.
8. Minutes of advisory committee meetings will be distributed through the Superintendent's office in the same manner as minutes of Board Meetings.
9. To ensure smooth and orderly procedures, the chairperson of each advisory committee will maintain liaison with the Board through the Superintendent's office.
10. No announcements, statements, or communications may be made by an advisory committee or its members to the public or press until such release has been cleared with the Superintendent.
11. At the conclusion of its assignment, the committee will submit a written report to the Board and/or make a presentation at a regular or special board meeting.

Reviewed and Updated: September 17, 2014