

CITIZENS' ADVISORY COMMITTEES AND TASK FORCES

The superintendent and/or board may appoint a citizens' advisory committee or task force as necessary to gather public input and/or establish interaction with the community about selected issues. Committees and task forces shall study school matters and submit their findings and recommendations to the superintendent and/or board. Committees and task forces shall be formed by authorization of the board. Such authorization shall include a description of the responsibilities and reporting relationships and shall specify the duration of the committee's or task force's existence.

Committees and task forces shall not exercise the authority of the board, unless such delegation of authority is expressly conveyed by specific board action in accordance with applicable statute.

It is the policy and practice of the board to appoint only one representative from among the board members to each committee and task force established by the board to maintain communication as necessary to the board regarding the committee's work. The board representative to committees and task forces shall be appointed by the board president, subject to approval by the board of directors. The foregoing notwithstanding, in the unusual event the membership of a committee or task force includes three or more board members, *which constitutes a quorum of the board*, meetings of such committees or task forces shall comply with the open public meetings act and shall be treated by the board as special board meetings.

It is the policy and practice of the board to appoint an alternate from among the board members to substitute for the appointed board representative in the event the representative is unable to attend a committee or task force meeting. The board president shall determine alternate appointees to committees and task forces, subject to approval by the board of directors. Alternate appointees are expected to attend committee and task force meetings in the absence of the appointed board representative. It shall be the board representative's responsibility to inform the alternate in the event the representative is unable to attend a particular meeting of a committee or task force, and to provide a briefing on the status of work before the committee or task force. In order to avoid the inadvertent establishment of a quorum of the board at the meeting of a committee to which a board member is appointed as representative, and in order to avoid dual lines of communication between a committee or task force and the board, and in order to conserve and prioritize the use of scarce time, alternates are expected not to participate in a committee or task force meeting to which another member is appointed representative, except as provided above.

Annually, at its re-organization meeting, the board of directors shall review the assignments of representatives and alternates to committees and task forces, and make such adjustments as are necessary. Although rotating board assignments is not mandatory, the board will consider changing assignments periodically to build greater familiarity with the complexity of district operations for all board members.

The superintendent shall establish procedures for structuring, appointing for board confirmation, and charging committees and task forces created pursuant to this policy to enable the board to consider a diversity of views of stakeholders interested in the work of the committee or task force. A current list of committees and task forces authorized by the board subject to this policy shall be maintained by the superintendent and published with district procedures.

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