

## ADVISORY COMMITTEES POLICY

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### 1.0 Policy Statement

The Board believes that public schools are strengthened when communities are actively engaged in the education process. In support of this belief, the Board is committed to providing multiple opportunities for responsible community participation in the operation of the school system. Advisory committees provide one means to achieve this objective and allow interested community members to become more deeply involved in the educational process. The Board encourages the Superintendent and individual schools to establish advisory committees to provide for community involvement and to inform decision making. Depending on their specific charge, advisory committees may serve as active sounding boards, may study issues related to educational needs and services to make recommendations, may provide a forum for public discussion of educational concerns, may encourage community participation in the school system, and may inform the community of school activities.

### 2.0 Purpose

The purpose of this policy is to provide guidelines for the establishment of advisory committees to the Superintendent and to schools.

### 3.0 Definitions

**4.0 Advisory Committee** – A committee convened in accordance with the public school laws of West Virginia with the goal of providing broad input into the policies and operation of the school system or schools. Membership in advisory committees may include parents, teachers, students, and other community members.

### 5.0 Standards

**5.1** Advisory committees shall be appointed by the Superintendent, and/or the principals of schools in accordance with this policy as deemed necessary or appropriate.

**5.2** Advisory groups established under this policy must have a specific charge which establishes their advisory role, pre-determined rules for operation, a projected timeline for completion of work, a contact person with overall responsibility, provisions for establishing membership, and a designation as to whom reports are submitted.

**5.3** Public notice shall be given when advisory committees are established.

**5.4** Each advisory committee shall establish its own procedures for receiving and responding to public input during its deliberations.

**5.5** Advisory committees shall not obligate the Board for the payment of any funds.

**6.0 Additional Advisory Committees to the Board of Education**

**6.1** The Board may appoint additional advisory committees to the Board as it may deem necessary or appropriate. Public notice shall be given when advisory committees to the Board are established.

**6.2** Advisory groups established under this policy must have a specific charge which establishes their advisory role, pre-determined rules for operation, a projected timeline for completion of work, a person with overall responsibility, provisions for establishing membership, and a designation as to whom reports are submitted. Advisory committees to the Board shall address only those specific matters for which they are appointed.

**6.3** Each advisory committee shall establish its own procedures for receiving and responding to public input during its deliberations.

**6.4** In selecting members of advisory committees, the following guidelines should be followed:

**6.4.1** Appointees should have an interest and/or expertise in the identified purpose or charge established for the committee.

**6.4.2** Appointments should endeavor to reflect the diversity of the community and to be balanced, as appropriate to the topic, by socioeconomic status, race/ethnicity, gender, geographic area, and/or range of viewpoints.

**6.4.3** Groups invited to provide representation on the committee reflective of the diversity of the community

**7.0 Compliance**

The Superintendent shall ensure that opportunities for community participation and employee involvement are provided through membership in administratively established advisory committees, as appropriate, on advisory committees to the district and to the schools.

**8.0 Administrative Regulation**

The Superintendent is authorized to establish appropriate Administrative Regulations for the implementation of this policy as it relates to administratively appointed advisory committees.

**9.0 Review Schedule**

This policy shall be reviewed in accordance with the Policy Review Schedule published by the Superintendent.

**Authority:**

**Adopted:** 03/25/14

**Revised:** \_\_\_\_\_

See Administrative Regulations 7010.AR

