

Bylaws of the Board

Advisory Committees to the Board of Education

In order to profit from the viewpoints of and experience of the citizens of the community, the Board from time to time shall appoint advisory committees to examine operations for programs in certain areas and to make recommendations. The following bylaw will govern the organization and functioning of such advisory committees.

Types

The Board shall adopt whatever committee structure and organization it deems appropriate to the assignment at hand.

Organization and Dissolution

The Board shall seek the advice of the Superintendent of Schools (Superintendent) before establishing or dissolving any advisory committee.

Specific topics for study of well-defined areas of activity shall be assigned in writing to each committee before its appointment. Upon completing its assignment, each committee either shall be given new problems or shall be dissolved promptly, but shall not be allowed to continue for prolonged periods without a definite assignment. Each committee shall be instructed as to the length of time each member is being asked to serve, the service the Board wishes it to render, the resources that Board intends to provide, the approximate dates on which the Board wishes to submit reports, and the approximate date on which the Board wishes to dissolve the committee. Furthermore, the committee shall be instructed as to the relationship it has to the Board member assigned to provide liaison, to the Superintendent and the remainder of the professional staff.

The Board shall have sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.

Appointments

All appointments of citizens, including staff members and students, to advisory committees shall be made by the Board. The recommendations of the Superintendent will be given serious consideration for such committees.

Communication

1. **Correspondence:** Correspondence between the Board and its committees shall be conducted by the Chairperson of the advisory committee.

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2. **Joint Meetings:** When a committee is ready to submit its final report on each assigned topic, the Board, on request, shall attempt to arrange a joint meeting for the purpose of receiving the report. A summary of agreements, requests, and major viewpoints expressed in each joint meeting shall be prepared and copies sent to the Board and to the advisory committee.

Resources

Advisory committees shall be encouraged to draw upon a wide variety of resources both inside and outside the school system. Each committee shall be particularly encouraged to draw upon the talents of other local residents and to recommend to the Board the official appointment of any such additional members as the committee desires.

The Superintendent may appoint a member of the professional staff to a committee if the committee requests assistance in carrying out the work assigned to it by the Board. Such committee assistants shall be responsible to the Superintendent as his/her representative on the committee.

Publicity

The Board shall see that the public is made aware of the services rendered by such committees of citizens as it may appoint and shall see that the public is informed of the major conclusions and recommendations made by such committees. All public announcements concerning the organization, membership, operation, recommendations, and dissolution of such committees shall be made at such times and in such manner as the Board may choose.

(cf. 1220 - Citizens' Ad Hoc Advisory Committees)
(cf. 9132 – Standing Committee)

Legal Reference: Connecticut General Statutes

1-200 through 1-241 of the Freedom of Information Act.

1-200 Definitions.

1-226 Meetings of government agencies to be public.