

The Board of Trustees declares its intent, in appointing a citizens' advisory committee to share with the community the responsibility for a decision which may have a significant effect upon the tax structure or financial obligations of the district or may result in significant changes in the district's educational program.

The Board of Trustees declares its intent to give serious consideration to whatever action may be recommended or suggested by the advisory committee but reserves the right to reject such action in whole or in part.

Citizens' advisory committees will receive full logistical support from the resources of the district. This support will include clerical assistance, postage, local transportation for the purpose of on-the-spot investigations by the committee, research, and the assistance of district employees as experts on particular subjects.

The citizens' advisory committee shall not be authorized to obligate the district for the payment of any funds in connection with the committee's work.

If the committee determines that the expenditures of public funds is required for the furtherance of the assigned tasks, it shall so report to the Board of Trustees which will take action according to the circumstances and the law relating to such matters.

Citizens' advisory committees shall meet at times and places convenient to its members.

At the first meeting of the committee a representative of the Board of Trustees shall be present to explain to the committee the reason for its being called into existence and the task that the trustees hope the committee will accomplish.

Further meetings of the committee shall not be attended by the trustees or by an employee of the district unless by invitation from the president of the committee.

The district shall make appropriate news releases concerning the appointments, activities, reports, and dissolution of any citizens' advisory committee.

All meetings shall be open to the public but the public shall not interfere with nor disturb the meetings in any manner.

Advisory committees shall consist of not less than seven members who shall be appointed by the Board of Trustees.

1. Committees called to consider all subjects except bonds or taxes shall be limited to not more than 23 members.
2. Committees called to consider bonds or taxes may consist of up to 100 members.

All citizens' committees appointed by the Board of Trustees shall serve at the pleasure of the board, or until the committee has accomplished the task assigned to it.

Advisory committees in the district may be called into existence at any time by a majority vote of the Board of Trustees.

A motion calling an advisory committee into existence shall state the following information:

1. the purpose
2. the number of members
3. the date the committee will be formally activated
4. the powers
5. how often the committee shall report
6. specific instructions or prohibitions
7. a statement that the committee is not authorized to obligate the district for any financial outlay without specific instruction and authorization by the Board of Trustees

Committee members shall be appointed by the Board of Trustees in the following manner.

1. Candidates for membership on the advisory committee will be actively recruited from board members, through news releases, district publications, and by other means available for publicizing the proposed formation of the committee.
2. The names of candidates applying for membership, along with a brief biographical sketch, will be made available to board members one week prior to

the second meeting following the motion which gave notice of the trustees intention to activate the committee.

3. At the second meeting following the meeting at which the action to form a committee was taken, an item will be placed on the agenda calling for selection of the committee. Selection shall be made by secret ballot. Candidates receiving three or more votes will be declared elected. Candidates receiving no votes on any ballot will be removed from sub-sequent ballots.
4. If any vacancy occurs during the life of the committee, a replacement shall be named by the Board of Trustees.

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern all Advisory Committees to the Board of Trustees in all cases where they are not inconsistent with other policies of the Board of Trustees.

Quorum

A Quorum of any Advisory Committee to the Board of Trustees shall be a majority of the entire membership.

Board of Trustees
January 25, 1979
October 9, 1980
Reviewed: February 18, 1986
Revised: November 13, 1989
Reviewed: February 1993
Reviewed: July 2009
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