

BOARD ADVISORY COMMITTEES

The Board may establish advisory committees to study particular problems or issues and make reports and recommendations to the Board. Advisory committees cannot act for the Board.

Advisory committees may include individuals who are not elected members of the Board but each advisory committee will be chaired by a Board member.

The Board will consult with the Superintendent before establishing or dissolving any advisory committee. The number of members, the composition of each advisory committee, and the selection of members will be determined by the Board, in consultation with the Superintendent.

The scope and authority of each advisory committee is limited to that assigned to it by the Board. The Board is not obligated to follow advisory committee recommendations.

Unless given a new assignment by the Board, an advisory committee is automatically dissolved after the Board has received the committee's final report or recommendations. An advisory committee may be dissolved at any time by Board action. No advisory committee may continue for a prolonged period without a specific assignment.

Instructions to Board Advisory Committees

So that the Board's intent and expectations are clear, each advisory committee must be instructed in writing on:

- A. The purpose of the committee, the specific issue(s) for study, and the scope of the committee's activity;
- B. The composition of the committee, including designation of voting and non-voting members, if applicable;
- C. The length of time each member is expected to serve;
- D. The role of the committee as being advisory only;
- E. The resources the Board will provide to assist the committee in completing its task;
- F. The expectations regarding the committee's relationship with the Board, the Superintendent and RSU personnel;

- G. The designation of the individual who will be responsible for providing information to the public concerning the committee and its work;
- H. The time and place of the first meeting;
- I. The timeline and content of progress reports to the Board and other activities;
- J. The date on which the Board expects to receive a final report or recommendations and dissolve the committee.

All advisory committee meetings are open to the public except as provided by Maine law. Committee reports and minutes of advisory committee meetings, if prepared, are public information subject to Maine's Freedom of Access Law.

Notice of advisory committee meetings must provide in a manner consistent with the Board's policy and practice concerning notification of Board meetings and Maine law.

Advisory committees mandated by Maine law or the Maine Department of Education regulations may require deviation from provisions of this policy. Any deviations must be identified and documented in the Board's instructions to the committee.

Advisory committee members must complete the Freedom of Access Information Training prior to serving on the committee.

Legal Reference: 1 M.R.S.A. § 401 et seq.

First Reading: 8/12/09

Adopted: 10/7/09