

**WINSLOW PUBLIC SCHOOLS
25 MESSALONSKEE AVE.
WATERVILLE, ME 04901**

ADVISORY COMMITTEES TO THE SCHOOL BOARD

Advisory committees will be appointed at the pleasure of the School Board when there is a specific function to be performed. Such committees are appointed to advise the School Board and not to take action for the School Board.

The School Board will seek the advice of the Superintendent before establishing or dissolving any advisory committee. The composition of each advisory committee, the number of committee members, and the selection of members will be determined by the School Board in consultation with the Superintendent, based upon the particular function of the committee.

Each advisory committee shall be instructed in writing as to:

- A. The specific topic(s) for study and/or the scope of activity;
- B. The composition of the committee;
- C. The role of the committee being advisory only;
- D. The resources the School Board will provide to assist the committee in completing its task;
- E. The timeline for reports to the School Board and/or other expected activities;
- F. The time and place of the first meeting;
- G. The expectations regarding the committee's relationships with the School Board, the Superintendent and the school staff;
- H. Who will be responsible for providing public information concerning the committee and its work; and
- I. The date on which the School Board wishes to receive a final report and/or dissolve the committee. No committee shall continue for a prolonged period without a specific assignment.

All advisory committee meetings are open to the public except as provided in the Freedom of Access law.

The School Board shall have the sole authority to dissolve any advisory committee at any time.

Any advisory committee mandated by state statute or Department of Education regulation may be exempt from any or all of the requirements of this policy. Any such exemptions shall be identified and approved by the School Board.

ADOPTED: May 21, 2003

REAFFIRMATION: January 27, 2014

SOURCE: Board Policy