

## **Advisory Committees to the Board**

In an ongoing effort to increase communication with the public and to provide for citizen involvement, the Board may appoint advisory committees which include community members to consider matters of district wide importance. The Board shall have no permanent or standing advisory committees other than those required by statute.

Members of advisory committees will be recruited by means of mass and interpersonal communication methods, will be broadly representative when appropriate, and will take into consideration the specific tasks assigned to the committee. The process for the appointment of community members to an advisory committee will be determined by the Board. Appointment of staff members to such committees will be made by the Board upon recommendation of the superintendent.

The Board may be represented on committees that serve the Board in an advisory capacity, with specific Board members appointed by the Board members but normally such Board members will function as ex-officio members of the committees.

The function of special committees will be fact-finding, deliberative and advisory rather than legislative or administrative. All matters referred to a committee will be thoroughly investigated. A committee will not have the power to act for the Board except as the Board has specifically authorized, but will make recommendations to the Board.

Committee recommendations and reports (including minority reports, if submitted) will become an official part of Board minutes. Either an advisory member or an ex-officio member may present a written minority report to the Board on behalf of the minority of the advisory committee. The Board will only accept one set of recommendations as well as one minority report, if submitted.

Board advisory committees shall follow all applicable statutes including, but not limited to, the Public Meetings Law. The press may attend and report proceedings. Visitors shall sit apart from the committee members and shall speak only when invited to do so by the advisory committee chair. Advisory committee meetings may be called by the Board chair and/or the advisory committee chair.

The Board will adopt guidelines for each committee as appropriate, which will include, but not be limited to, the following:

1. The committee's written charge which shall include, but not be limited to, a statement of purpose and responsibility;
2. The resources the Board will provide;

3. The length of time the committee is asked to serve and the approximate date(s) on which the Board wishes to receive committee report(s) including progress reports as requested.

Except as specifically provided by the Board, advisory committees will cease to function when their final reports have been received by the Board or when the purposes for which they were established have been accomplished.

The Board's responsibility cannot be delegated or surrendered to others. Therefore, all recommendations (including minority reports, if submitted) of an advisory committee must be submitted to the Board for action and must be recognized as advisory in nature.

The Board may dissolve any advisory committee at any time.

END OF POLICY

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**Legal Reference(s):**

[ORS 192.610](#)

[ORS 192.630](#)

[ORS 294.414](#)

[ORS 329.704](#)

[ORS 332.107](#)

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL.