

Willamette Education Service District

Code: **BCF**
Adopted: 7/8/03
Readopted: 3/8/05; 6/08/10

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 ESD-wide importance as the law requires or where special need exists.

The composition of local advisory committees to the Board will be broadly representative of component school districts and will take into consideration the specific tasks assigned to the committee. The process for the appointment of members to an advisory committee will be determined by the Board. Appointment of staff members, when appropriate, will be made by the Superintendent.

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).

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

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

Additionally, upon petition of at least two component school districts, the Board shall establish a local advisory committee(s) to represent the interests of areas within the petitioning district(s). Committee membership, including process, selection, and terms of appointment will be determined by the Board.

All meetings of advisory committees shall be considered open meetings and comply with the Public Meetings Law.

Recommendations of such committees will be given careful consideration by the Board. The Board's responsibility, however, cannot be delegated or surrendered to others; therefore, all recommendations of an advisory committee must be submitted to the Board for action and must be recognized as advisory in nature.

END OF POLICY

Legal Reference(s):

[ORS 192.610](#)

[ORS 192.630](#)

[ORS 294.336](#)

[ORS 334.025](#)

[ORS 334.125](#)

[OAR 581-024-0300](#)

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL (2003).