

**DODGELAND SCHOOL DISTRICT
Board Policy Manual**

186-Rule

ADVISORY COMMITTEE GUIDELINES

The following guidelines shall govern the appointment and functioning of District advisory committees:

1. Committee Membership
 - a. Appointments of citizens to advisory committees shall be made by the School Board.
 - b. All appointments of staff members to advisory committees shall be made by the District Administrator with the approval of the Board.
 - c. All appointments of student members to advisory committees shall be made by the building principals with the approval of the Board.
 - d. The District Administrator, or his/her designee, shall be a member of all advisory committees.
 - e. If an advisory committee is required by state or federal law, its composition and appointment shall meet all the guidelines established for that particular type of committee.
2. Each committee shall be clearly instructed as to:
 - a. The function the Board wishes it to perform;
 - b. The length of time each member is being asked to serve;
 - c. The service the Board wishes the committee to render and the extent and limitations of its responsibilities;
 - d. The resources the Board will provide;
 - e. The approximate dates on which the Board wishes to receive major reports; and
 - f. Board policies governing advisory committees and the relationship of these committees to the Board.
3. Recommendations of committees shall be based on research and fact.
4. All recommendations of an advisory committee must be submitted to the Board for action.

Approved: January 20, 1997
Revised (WASB): November 24, 2008