

## Advisory Committees

The Board of Education of St. Vrain Valley School District, along with the superintendent, encourages the participation of citizens of the District in decision-making processes. Because the legal responsibility for decision-making in all matters of policy and operation rests with the Board, individuals agreeing to serve on the various advisory committees are advisory to the Board and their recommendations may be accepted, rejected or modified.

1. **Board-appointed advisory committees**, both District-wide and at the school level, shall function within organizational frameworks approved by the Board. A staff member or members will be assigned to each group to help it develop operational guidelines, carry out its functions, coordinate its work with other advisory and staff groups, and provide feedback to the superintendent on the progress of the committee.

Reports and recommendations from Board advisory committees shall be submitted directly to the Board.

Appointment of citizens to these committees shall be approved by the Board.

Board committees may be ongoing or temporary in nature. Temporary committees shall be dissolved upon completion of their assigned task(s) or by action of the Board.

The ongoing advisory committees to the Board shall be:

- District Accountability / Accreditation Committee
- Community Bond Review Committee
- Finance and Audit Committee
- Long Range Facilities Planning Committee
- Student Advisory Committee

All Board-appointed committee meetings shall be open to the public. Meeting notices shall be posted in the same place and manner as notices of Board meetings.

2. **Superintendent-appointed advisory committees** may be appointed to study and/or make recommendations related to various concerns or issues of the District. The superintendent shall determine when to appoint and when to dissolve such committees. A staff member or members will be assigned to each group to help it develop operational guidelines, carry out its functions, and coordinate its work with other advisory and staff groups.

Reports and recommendations shall be submitted to the superintendent for consideration and review. If such reports or recommendation require Board

approval or adoption, the superintendent's recommendation as well as that of the committee shall be forwarded to the Board.

The ongoing advisory committees to the superintendent shall be:

- Administrator Advisory Committee
- Classified Staff Advisory Committee
- Community Budget Advisory Committee
- District Personnel Performance Evaluation Council
- District Safety/Security Committee
- Employee Insurance Committee
- Safe and Drug Free Schools Advisory Board
- School Nutrition Advisory Council
- St. Vrain Early Childhood Council
- Teacher Advisory Committee

3. **School- and District-level advisory committees that are required under federal and state programs** shall be formed and shall function in accordance with the requirements pertaining to each specific federal or state program. The Board shall grant to those bodies the advisory responsibilities relevant to the planning, implementation and evaluation of such program or project as required by law. Appointments shall be in accordance with any state or federal guidelines and/or as established in the committees' by-laws.
4. **Community groups** that are neither appointed by the Board or superintendent nor formed as required under federal or state programs are encouraged to offer suggestions and advice to the Board in order to assist it in the decision-making process. The final responsibility for all decisions, however, rests with the Board of Education alone.
5. **Student involvement** in decision making is important to both the Board of Education and the superintendent. Opportunities for students to provide input on topics of interest shall be provided throughout the school year.

Committee reports and recommendations shall be considered with all other information that may come to the Board.

Individuals who have a particular area of interest and would like to volunteer to serve on an advisory committee shall be asked to contact the District's Public Information Office. They shall be referred to existing committees or their names and areas of interest recorded and shared with the Board for future involvement if a committee is established.

Removal of members from these committees shall be established in the operational guidelines, if appropriate.

Adopted February 28, 1968  
Revised October 14, 1992  
Revised to conform with practice June 8, 1994  
Revised April 28, 2004  
Revised April 13, 2005

CROSS REFS.: ADD-R, District-and School-level Safety Committees  
AE, Accountability/Commitment to Accomplishment  
AE – R-1, District Accountability / Accreditation Committee  
BDFA, District Personnel Performance Evaluation Council  
BDFB, Vocational Program Advisory Committees  
BDFC, St. Vrain Early Childhood Council  
BDFD, Safe and Drug Free Schools Advisory Board  
BEDA, Notification of Board Meetings  
DB-R, Community Budget Advisory Committee  
DIE-R Finance and Audit Committee Charter  
FB-R, Long Range Facilities Planning Committee  
FEH-R, Community Bond Review Committee  
KBC-R, Parent Participation in Decision-making

St. Vrain Valley School District RE-1J, Longmont, Colorado