

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

**DATE ADOPTED: March 20, 1979**      **FILE SECTOR: BOARD GOVERNANCE &**  
**DATE REVISED: December 18, 1990**      **OPERATIONS**  
**DATE REVISED: December 19, 2002**      **POLICY TITLE: ADVISORY COMMITTEES TO**  
**DATE REVISED: January 28, 2010**      **THE BOARD OF EDUCATION**  
**DATE REVISED: December 14, 2015**

The following policies shall govern the appointment and functioning of district advisory committees.

1. Advisory committees may be created by the board of education for special purposes.
2. If the advisory committee is required by state and federal law, its composition and appointment shall meet all the guidelines established for the particular type of committee.
3. The composition of other district advisory committees shall be broadly representative and shall take into consideration the specific tasks assigned to the committee. Members of the professional staff may be appointed to the committee as members or consultants, as found appropriate.
4. Appointments to such committees shall be made by the board of education. Appointment of staff members to such committees shall be made by the board of education upon recommendation of the district administrator or his/her designee.
5. Public notice of committee meetings shall be given in accordance with state law and established procedures.
6. Each committee shall be clearly instructed as to:
  - a. the length of time each member is being asked to serve;
  - b. the service the board of education wishes the committee to render; extent and limitations of its responsibilities;
  - c. the resources the board of education will provide;
  - d. the approximate dates on which the board of education wishes to receive major reports;
  - e. board of education policies governing advisory committees and the relationship of these committees to the board of education as a whole, individual board of education members, the district administrator, and other members of the professional staff;
  - f. responsibilities for the release of information to the press.
7. Recommendations of citizens committees shall be based on research and fact. Their recommendations shall be channeled to the board of education through the designated chairperson.

8. A board of education possesses certain legal powers and prerogatives which cannot be delegated or surrendered to others. Therefore, all recommendations of a district advisory committee must be submitted to the board of education for action.
9. The board of education shall have the sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.
10. Board members may attend any committee meeting.

**CROSS REFERENCE: BDDA**

**LEGAL REFERENCE: 19.84, 19.89, & 118.019 Wis. Stats.**