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**School Committee Policy:**

**#171**

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### Advisory Committees

The School Committee or Superintendent of Schools may create advisory committees or task forces for special purposes or for providing continuing consultation in a particular area of activity.

If the advisory committee is required by state or federal law, its composition and appointment shall meet all the guidelines established for that advisory committee.

The composition of all other advisory committees shall be broadly representative of the school community and shall take into consideration the specific tasks assigned to the advisory committee. Members of the professional staff may be requested to serve on such committees as members or consultants.

Appointments to such committees shall be made by the appointing authority and shall be for a specific period of time. Each committee shall be clearly instructed as to:

- a. the service the appointing authority wishes the committee to render and the extent of its responsibilities;
- b. the length of time each member is being asked to serve.
- c. the resources which will be provided;
- d. the approximate date(s) on which the appointing authority wishes to receive report(s); and
- e. the advisory committee's legal obligation to conduct its business in compliance with Open Meeting Law; if appointed by the School Committee.

A School Committee possesses certain legal powers and prerogatives which cannot be delegated or surrendered to others. All recommendations of an advisory committee must be submitted to the appointing authority for action or other disposition.

The School Committee reserves the right to dissolve any of its advisory committees at any time during the life of that advisory committee. The Superintendent of Schools may take similar action with any advisory committee appointed by him/her.

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