



# Huntington Beach Union High School District Board Policies and Administrative Regulations

BP 1220  
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## Community Relations

### Citizen Advisory Committees

The Governing Board recognizes that citizen advisory committees provide a valuable method whereby citizens and educators can better understand the attitudes and opinions that are held in the school-community environment.

The Board, or the Superintendent with the Board's approval, may appoint citizen advisory committees to advise the Board on school problems, needs and issues from a neutral point of view as the need arises.

These committees shall serve strictly in an advisory capacity and shall not act as a policy-making body. However, it is assumed that, through improved understanding and communication, the district can and will move in the direction of clearly demonstrated needs and desires of the community to be served.

Advisory committees shall be appointed for a specific purpose. When the specified purpose is achieved, the committee shall be dissolved.

Every effort shall be made to select committee members in a manner that ensures that the committee represents a cross section of qualified people throughout the district. A balance of males and females, ethnic representation and geographic location shall be sought in the composition of each committee, except in those cases where a committee is established to address the needs of a particular segment of the school population or community. The Board shall review this balance before making final the appointments of committee members and alternates.

The appointment of committees shall be made in writing and may include, but not be limited to:

1. The specific topic(s) for study or well-defined area(s) of activity.
2. The specific period of time that the committee will serve.
3. Legal requirements regarding their conduct and public notification of meetings.
4. Resources available to help the committee complete its tasks.
5. Timelines for progress reports and/or final report

Citizen Advisory Committees (continued)

6. Board policies and administrative regulations to help clarify relationships with the Board, with individual Board members, with the Superintendent, and with other members of the professional staff.
7. The procedure to be used in the selection of the committee chairperson and other committee officers.

The Board 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.

NOTE: BOARD-APPROVED DISTRICT ADVISORY COMMITTEES ARE SUBJECT TO THE OPEN MEETING LAWS (THE BROWN ACT) AND SHOULD BE CONDUCTED ACCORDINGLY.

Notices of all advisory meetings shall be announced publicly. All meetings shall be open to the public and conducted in accordance with the state open meeting laws. The Board shall make available all major conclusions and recommendations made by such committees.

Expenses, Travel, Reimbursement

When the Board approves a request by a committee that members be authorized to attend a conference, visit an educational facility, or otherwise participate in an activity which involves expense to the member in carrying out the mission of the committee, the Superintendent is authorized to reimburse the member at the same rates and under the same conditions as those provided for district employees and officers.

(BP/AR 4133/4233 - Travel; Reimbursement)

(BB 9250 - Remuneration, Reimbursement, and Other Benefits)

Legal Reference:

EDUCATION CODE

35172 Promotional activities

44032 Travel expense payment

44033 Automobile allowance

Policy

Adopted: 1/13/87

Revised: 8/25/92