

Community Relations

CITIZEN ADVISORY COMMITTEES

The Governing Board recognizes that citizen advisory committees enable the Board to better understand interests and concerns of the community. The Board shall establish citizen advisory committees as the need arises or as required by law. The purposes of any such committees shall be clearly defined and aligned to the district's vision and goals.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0430 - Comprehensive Local Plan for Special Education)

(cf. 3280 - Sale, Lease, Rental of District-Owned Real Property)

(cf. 5030 - Student Wellness)

(cf. 6020 - Parent Involvement)

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6175 - Migrant Education Program)

(cf. 6178 - Vocational Education)

(cf. 9130 - Board Committees)

Citizen advisory committees shall serve in a strictly advisory capacity; they may make recommendations regarding Board policy, but their actions shall not be binding on the Board. The Board may dissolve any advisory committee not required by law when the committee has fulfilled its duties or at any time the Board determines it necessary.

The membership of citizen advisory committees should represent all affected parties. With Board approval, the Superintendent or designee may appoint committee members.

The Superintendent or designee shall provide training and information as necessary to enable committee members to understand the basic administrative structure, program processes, and goals of the committee.

Within budget allocations, the Superintendent or designee may approve requests for committee travel and may reimburse committee members for expenses at the same rates and under the same conditions as those provided for district employees.

(cf. 3350 - Travel Expenses)

The Superintendent or designee may establish advisory committees which shall report to him/her in accordance with law, Board policy, and administrative regulation.

(cf. 2230 - Representative and Deliberative Groups)

Community Relations

CITIZEN ADVISORY COMMITTEES (continued)

Legal Reference:

EDUCATION CODE

8070 Career technical education advisory committee

11503 Parent involvement program

17387-17391 Advisory committees for use of excess school facilities

35147 School site councils and advisory committees

41505-41508 Pupil Retention Block Grant

41570-41573 School and Library Improvement Block Grant

44032 Travel expense payment

52176 Advisory committees, LEP program

52852 Site council, school-based program coordination

54425 Advisory committees, compensatory education

54444.1-54444.2 Parent advisory councils, services to migrant children

56190-56194 Community advisory committee, special education

62002.5 Continuing parent advisory committees, schools receiving funds from economic impact aid or bilingual education act

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

52012 School site council

GOVERNMENT CODE

820.9 Members of local public boards not vicariously liable

6250-6270 California Public Records Act

54950-54963 Brown Act

UNITED STATES CODE, TITLE 42

1751 Note Local wellness policy

CITIZEN ADVISORY COMMITTEES**Committee Charge**

When committees are appointed, committee members shall receive written information which includes, but is not limited to:

1. The committee members' names
2. The procedure to be used in the selection of the committee chairperson and other committee officers
3. The name(s) and contact information of staff member(s) assigned to support the work of the committee
4. The goals and specific charge(s) of the committee, including its topic(s) for study
5. The specific period of time that the committee is expected to serve
6. Legal requirements regarding meeting conduct and public notifications
7. Resources available to help the committee perform its tasks
8. Timelines for progress reports and/or final report
9. Relevant Board policies and administrative regulations

Committees Subject to Brown Act Requirements

Brown Act requirements pertaining to open meetings, notices, and public participation pursuant to Government Code 54950-54963 shall be complied with by any committee created by formal action of the Governing Board, including, but not limited to, the following:

1. Advisory committee established pursuant to Education Code 8070 related to career technical education
2. Committee established to assist in development of a student wellness policy pursuant to 42 USC 1758b
3. Committee established pursuant to Education Code 17387-17391 related to the use or disposition of excess real property
4. Citizens' oversight committee established to examine the expenditure of general obligation bond or school facilities improvement bond revenues passed with a 55 percent majority of the voters pursuant to Education Code 15278 and 15359.3

Committees Not Subject to Brown Act Requirements

The following committees shall comply with procedural meeting requirements established in Education Code 35147:

CITIZEN ADVISORY COMMITTEES (continued)

1. Parent advisory committee and English learner parent advisory committee established pursuant to Education Code 52063 to review and comment on the local control and accountability plan
2. School site councils established pursuant to Education Code 65000-65001 to develop and approve a school plan for student achievement
3. District or school advisory committees established pursuant to Education Code 52176 related to programs for English learners
4. School advisory committees established pursuant to Education Code 54425(b) related to compensatory education
5. Any district advisory committee established pursuant to Education Code 54444.2 related to migrant education programs
6. School committees established pursuant to Education Code 11503 related to parent involvement
7. Advisory committees established pursuant to Education Code 56190-56194 related to special education

Meetings of the above councils or committees shall be open to the public, and any member of the public shall have the opportunity to address the council or committee during the meeting on any item within its subject matter jurisdiction. Notice of the meeting shall be posted at the school site or other appropriate location accessible to the public at least 72 hours before the meeting, specifying the date, time, and location of the meeting and containing an agenda that describes each item of business to be discussed or acted upon. (Education Code 35147)

The above councils or committees shall not take action on any item of business not listed on the agenda until after all members present vote unanimously finding that there is a need to take immediate action and that this need came to the council's or committee's attention after the agenda was posted. In addition to addressing items on the agenda, members of the council, committee, or public may ask questions or make brief statements that do not have a significant effect on district students or employees or that can be resolved solely by providing information. (Education Code 35147)

Any council or committee violating the above procedural requirements must, at the demand of any person, reconsider the item at the next meeting, after allowing for public input on the item. (Education Code 35147)

Any materials provided to a council or committee shall be made available to any member of the public upon request pursuant to the California Public Records Act, Government Code 7920.00-7930.215. (Education Code 35147)

CITIZEN ADVISORY COMMITTEES (continued)**Committees Created by Superintendent**

Committees created by the Superintendent or designee that do not report to the Board and are not specified in Education Code 35147, shall not be subject to the requirements of the Brown Act or Education Code 35147.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 11503	Parent involvement programs in Title I schools
Ed. Code 15278-15282	Citizens' oversight committee
Ed. Code 15359.3	School facilities improvement districts
Ed. Code 17387-17391	Advisory committees for use of excess school facilities
Ed. Code 35147	School site councils and advisory committees
Ed. Code 44032	Travel expense payment
Ed. Code 52060	Local control and accountability plan
Ed. Code 52176	Advisory committees; limited-English proficient students program
Ed. Code 54425	Advisory committees; compensatory education
Ed. Code 54444.1-54444.2	Parent advisory councils; services to migrant children
Ed. Code 56190-56194	Community advisory committee; special education
Ed. Code 62002.5	Continuing parent advisory committees
Ed. Code 64001	School plan for student achievement; consolidated application programs
Ed. Code 65000-65001	School site councils
Ed. Code 8070	Career technical education advisory committee
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 7920.000-7930.215	California Public Records Act
Gov. Code 810.2	Tort claims act; definition of employee
Gov. Code 810.4	Tort claims act; definition of employment
Gov. Code 815.2	Injuries by employees within scope of employment
Gov. Code 820.9	Members of local public boards not vicariously liable
Federal	Description
42 USC 1758b	Local wellness policy
Management Resources	Description
Court Decision	Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA

CITIZEN ADVISORY COMMITTEES (continued)**Cross References**

Code	Description
0000	<u>Vision</u>
0200	<u>Goals For The School District</u>
0400	<u>Comprehensive Plans</u>
0420	<u>School Plans/Site Councils</u>
0430	<u>Comprehensive Local Plan For Special Education</u>
0440	<u>District Technology Plan</u>
0450	<u>Comprehensive Safety Plan</u>
0460	<u>Local Control And Accountability Plan</u>
0500	<u>Accountability</u>
1000	<u>Concepts And Roles</u>
1100	<u>Communication With The Public</u>
1312.3	<u>Uniform Complaint Procedures</u>
1312.3-E(1)	<u>Uniform Complaint Procedures</u>
1312.3-E(2)	<u>Uniform Complaint Procedures</u>
1330.1	<u>Joint Use Agreements</u>
1340	<u>Access To District Records</u>
1431	<u>Waivers</u>
1700	<u>Relations Between Private Industry And The Schools</u>
2000	<u>Concepts And Roles</u>
2120	<u>Superintendent Recruitment And Selection</u>
2230	<u>Representative And Deliberative Groups</u>
3100	<u>Budget</u>
3220.1	<u>Lottery Funds</u>
3231	<u>Impact Aid</u>
3280	<u>Sale Or Lease Of District-Owned Real Property</u>
3312	<u>Contracts</u>
3350	<u>Travel Expenses</u>
3430	<u>Investing</u>
3460	<u>Financial Reports And Accountability</u>
3510	<u>Green School Operations</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
4156.2	<u>Awards And Recognition</u>
4256.2	<u>Awards And Recognition</u>
5030	<u>Student Wellness</u>
5126	<u>Awards For Achievement</u>
5141.52	<u>Suicide Prevention</u>
5142.2	<u>Safe Routes To School Program</u>
6011	<u>Academic Standards</u>
6020	<u>Parent Involvement</u>
6141	<u>Curriculum Development And Evaluation</u>
6142.8	<u>Comprehensive Health Education</u>

CITIZEN ADVISORY COMMITTEES (continued)

6146.11	<u>Alternative Credits Toward Graduation</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1-E(1)	<u>Selection And Evaluation Of Instructional Materials</u>
6170.1	<u>Transitional Kindergarten</u>
6171	<u>Title I Programs</u>
6172	<u>Gifted And Talented Student Program</u>
6173.4	<u>Education For American Indian Students</u>
6174	<u>Education For English Learners</u>
6175	<u>Migrant Education Program</u>
6178	<u>Career Technical Education</u>
6178.1	<u>Work-Based Learning</u>
6181	<u>Alternative Schools/Programs Of Choice</u>
7110	<u>Facilities Master Plan</u>
7150	<u>Site Selection And Development</u>
7213	<u>School Facilities Improvement Districts</u>
7214	<u>General Obligation Bonds</u>
7310	<u>Naming Of Facility</u>
9005	<u>Governance Standards</u>
9130	<u>Board Committees</u>
9140	<u>Board Representatives</u>
9310	<u>Board Policies</u>
9320	<u>Meetings And Notices</u>
9321	<u>Closed Session</u>
9321-E(1)	<u>Closed Session</u>
9321-E(2)	<u>Closed Session</u>
9323	<u>Meeting Conduct</u>

Regulation
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VISALIA UNIFIED SCHOOL DISTRICT
Visalia, California

