Community Relations

Citizen Advisory Committees

The East Lyme Board of Education recognizes that well-informed citizens contribute substantially to the successful operation of the school. Therefore citizen advisory committees shall be appointed when deemed necessary to assist the Board in the study of issues that may face the school system.

Such committees shall serve in an advisory capacity only and without pay, studying the issues and proposing recommendations based upon the analysis of these issues. Specific issues for study shall be assigned in writing to each committee following its appointment. Each committee shall be instructed as to the length of time each member is being asked to serve, the service the Board wishes it to render, the resources the Board intends to provide, the approximate date on which the Board wishes to dissolve the committee.

Upon completing its assignment, each advisory committee either shall be given new assignments or shall be dissolved promptly, but shall not be allowed to continue for prolonged periods without a definite assignment. Final action and responsibility in all cases shall remain with the Board and shall be based on a majority vote of the members.

The Board shall seek the advice of the Superintendent before establishing or dissolving any citizen advisory committee. The Board shall have 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.

The committee shall be instructed as to the relationship it has to the Board, to individual Board members, to the Board member assigned to provide liaison, and to the Superintendent, and the remainder of the professional staff.11

Any advisory committee to the Board should be approved or sponsored by the Board. The Board will, in consultation with the advisory committee, help to define the scope of its task, outline the approach to the study, and set a terminal date for the study to be completed.

An advisory committee, when approved, will work directly with the Board and in accordance with FOI procedures concerning matters requiring extensive study and major decisions for the development of policies for a sound educational program. The Board is responsible for the establishment of all policies pertaining to the schools. An advisory committee, consequently, will serve in the role of a recommending body which, after study, would report directly to the Board.

Members of an advisory committee will be expected to devote considerable time to the task of the committee; to meet periodically with the Board to render interim reports or to request a change in task or procedure; to consult with qualified resource personnel of the community,

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local schools, state department of education, colleges, universities and other responsible sources; to make recommendations only after all available pertinent facts have been obtained, analyzed, and interpreted; to render final recommendations in a written report to the Board, with the report also including the reasoning behind each recommendation; and to meet with the Board to discuss the final recommendation.

The Board may appoint one of its members to serve as a liaison with advisory committees. The superintendent or a designee may serve as ex-officio on advisory committees.

All publicity and reports will be released through the Board.

An advisory committee upon completion of their specific assignment and acceptance by the Board of their final report will be considered dissolved and an appropriate letter recognizing the contributions made will be forwarded to all members of the committee.

All committees created by the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

(cf. 1312 - Public Complaints)
(cf. 5145.2 - Freedom of Speech/Expression)
(cf. 6144 - Controversial Issues)
(cf. 6161 - Equipment, Books, Materials: Provision/Selection)

Legal Reference: Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81)

Connecticut General Statutes

1-7 through 1-21K Freedom of Information Act.

PA 93-195 An act clarifying the meaning of committee under the Freedom of Information Act.

Policy adopted by the Board: November 22, 1993 EAST LYME PUBLIC SCHOOLS
Reaffirmation by the Board: June 22, 2009 East Lyme, Connecticut