

**CRANFORD PUBLIC SCHOOLS
CRANFORD, NEW JERSEY**

POLICY: CITIZEN'S ADVISORY COMMITTEE

The Cranford Board of Education may appoint a Citizen's Advisory Committee for specific topic(s) of study, as the Board deems appropriate.

Each committee shall be instructed as to the special charge of the committee, committee time lines, available resources and interim reporting dates as appropriate.

The Board Secretary shall keep records of all Board appointed committee members and dates served by members.

A final written committee report shall be submitted to the Board for their information and review at least ten (10) days prior to the committee's public presentation of the report and recommendations.

The Board of Education shall ensure that the public is made aware of the services rendered by the committee of citizens, and that the public is informed of the committee's conclusions and recommendations.

All announcements of the need for citizen advisory committee's membership appointments, committee recommendations and dissolution of such committees shall be made at public meetings of the Board Of Education.

Monitored:

Indicators 1.1, 1.2

Other Reasons:

N.J.A.C. 6A:16-4.2(a) requires the board to solicit community input into the effectiveness of the district's substance abuse policies and procedures.

Recommendation:

A policy addressing both required and district-initiated ad hoc advisory committees. Just like board meetings, citizens' and parent/guardian committees are a major forum for the exchange of information and opinions between the district and its public.

The policy should direct the chief school administrator to develop regulations for: selecting members; assigning specific topics for analysis and development of recommendations; defining relationships with board members and district staff; identifying resources to be made available.

Use cross references to identify areas which require formation of advisory committees, or in which your district finds them useful.

<u>Legal References:</u>	<u>N.J.S.A. 10:4-6 et seq.</u>	Open Public Meetings Act
	<u>N.J.S.A. 18A:10-6</u>	Board meetings public; frequency; hours of commencement; adjournment, etc., for lack of quorum
	<u>N.J.A.C. 6A:16-4.2(a)</u>	Review and availability of policies and procedures for the intervention of student alcohol or other drug abuse
	<u>N.J.A.C. 6A:32-12.1</u>	Reporting requirements

Hawkins-Stafford Elementary and Secondary School
Improvement Amendments of 1988 (P.L. 100-297)
34 C.F.R. 200.1 to 200.89 - Part 200

Manual for the Evaluation of Local School Districts

Possible

<u>Cross References:</u>	*2240	Research, evaluation and planning
	*6142.1	Family life education
	*6142.12	Career education
	*6144	Controversial issues
	*6162.4	Community resources
	*6171.3	At-risk and Title 1
	*9020	Public statements
	*9130	Committees

*Indicates policy is included in the Critical Policy Reference Manual

Adopted: January 20, 1970
Revised: June 22, 1981
Revised: January 27, 1992
Revised: February 26, 1996
Revised: September 10, 2007