

# Salinas Union High School District

## **CITIZEN ADVISORY COMMITTEES**

### **Committee Charge**

When committees are appointed, committee members shall receive written which includes, but 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 charges of the committee, including its topic(s) for study or well-defined area(s) of activity
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 complete its tasks
8. Timelines for progress reports and/or final report
9. Relevant Board of Trustees 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](#) ~~[1751](#)~~
3. Committee established pursuant to Education Code [17387-17391](#) related to the use or disposition of excess real property
4. Citizens' oversight committees 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

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### **Committees Not Subject to Brown Act Requirements**

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

1. Parent advisory committee and English learner parent advisory committee established pursuant to Education Code 52063 to review and comment on the local control 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 committee established pursuant to Education Code [52176](#) related to programs for students of limited English proficiency
4. School advisory committees established pursuant to Education Code [54425](#) 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 accessible 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](#))

# Salinas Union High School District

Community Relations

Regulation # 1220

## **CITIZEN ADVISORY COMMITTEES**

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 8920.00-8930.215. (Education Code [35147](#))

### **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.

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