

Salinas Union High School District

CITIZEN ADVISORY COMMITTEES

Committee Charge

When committees are appointed, committee members shall receive a written statement including, but not limited to:

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

Advisory committee members are not vicariously liable for injuries caused by the act or omission of the District, or a committee and are not liable for injuries caused by an act or omission of a committee member acting within the scope of his/her role as a member of the committee. However, a member may be liable for injury caused by his/her own wrongful conduct. (Government Code [820.9](#))

Committees Subject to Brown Act Requirements

The following citizen advisory committees shall comply with open meeting, notice and public participation requirements of law (the Brown Act):

1. Advisory committees established pursuant to Education Code [56190-56194](#) related to special education

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

2. Advisory committees established pursuant to Education Code [8070](#) related to career technical education

(cf. [6178](#) - Vocational Education)

3. Committees established to assist in development of a student wellness policy pursuant to 42 USC [1751](#)

(cf. [5030](#) - Student Wellness)

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4. Committees established pursuant to Education Code [17387-17391](#) related to the use or disposition of excess real property

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

5. Citizens' oversight committees established to examine the expenditure of general obligation bond or schools facilities improvement bond revenues passed with a 55 percent majority of the voters pursuant to Education Code 15278 and 15359.3

(cf. 7213 - School Facilities Improvement Districts)

(cf. 7214 - General Obligation Bonds)

6. Other committees created by formal Board action

(cf. [9130](#) - Board Committees)

Committees Not Subject to Brown Act Requirements

The following councils and advisory committees are exempted from the Brown Act and must conform with procedural meeting requirements established in Education Code 35147:

1. School site councils established pursuant to Education Code [41507](#), [52852](#) or [41572](#) related to school improvement, school-based program coordination or school-based student motivation and maintenance programs

(cf. [0420](#) - School Plans/Site Councils)

(cf. [0420.1](#) - School-Based Program Coordination)

2. District or school advisory committee established pursuant to Education Code [52176](#) related to programs for students of limited English proficiency

(cf. [6174](#) - Education for English Language Learners)

3. School advisory committees established pursuant to Education Code [54425](#) related to compensatory education

(cf. [6171](#) - Title I Programs)

4. Any District advisory committee established pursuant to Education Code [54444.2](#) related to migrant education programs

(cf. [6175](#) - Migrant Education Program)

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5. School site councils established pursuant to Education Code [62002.5](#) related to economic impact aid and bilingual education
6. School committees established pursuant to Education Code [11503](#) related to parent involvement

(cf. [6020](#) - Parent Involvement)

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 jurisdiction. Notice of the meeting shall be posted at the school site or other appropriate accessible location 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 not listed on the agenda unless all members present unanimously find that there is a need to take immediate action and that this need came to the group'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](#))

Councils or committees violating the above procedural requirements must, at the demand of any person, reconsider the item at the next meeting, first allowing for public input on the item. (Education Code [35147](#))

Any materials provided to a school site council shall be made available to any member of the public upon request, pursuant to the California Public Records Act. (Education Code [35147](#); Government Code [6250-6270](#))

(cf. [1340](#) - Access to District Records)

Committees created by the Superintendent or designee to advise the administration that do not report to the Board and are not subject to open meeting laws.

(cf. [2230](#) - Representative and Deliberative Groups)

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