

**Somerset County Board of Education  
Administrative Guidelines for  
Policy # 800-8**

**COMMUNITY INVOLVEMENT IN DECISION MAKING**

**Advisory Committees: Membership and Appointment**

Selections for membership on advisory committees will be made by the superintendent, or designee. Membership should be limited to individuals who are willing to devote time and attention to the matter under consideration, and are representative of the community as a whole. The chairperson of the committee will be appointed by the superintendent.

**Advisory Committees: Communications and Recommendations**

The chairperson of the advisory committee will convene meetings of the membership and proceed with the work to be done. The chairperson will maintain liaison with the Superintendent of Schools, or a designee, and will be responsible for the preparation of the report to be submitted.

The committee, working under the direction of the chairperson, will have at its disposal such reasonable information and resources as are necessary to complete the committee's work.

The final report to the superintendent should contain the findings of the committee, and where appropriate, outline specific suggestions or recommendations for consideration.