

## **ADMINISTRATIVE ADVISORY COMMITTEES**

The Superintendent or designee shall have supervisory control over all aspects of the use of citizens' advisory committees and individual citizens by the staff whenever such use is initiated by the staff.

The Superintendent shall inform the Colorado Springs School District 11 Board of Education (the Board) of the establishment of such citizens' advisory committees. He/she shall describe their proposed functions, size, term of office, membership composition and relationship to members of the staff. The Board shall be informed of any changes in committee membership or function and receive a final report of accomplishment.

From time to time, the Superintendent shall provide the Board with a summary report and appraisal of the use of individual citizens in this capacity.

Unless mutually agreed otherwise, administrative advisory committees, task force or other groups dealing with employee financial and/or working conditions shall consist of executive/professional employees at least equal to the representation of any other employee group involved unless the committee is structured in such a way that prevents voting dominance of any individual employee group. In the latter case, the amount of representation shall be mutually agreed upon by the Superintendent and the presidents of the Colorado Springs Association of School Executives and the Colorado Springs Principals Association.

The chairmen of such committees shall be appointed by the presidents of all involved employee groups in collaboration with the Superintendent.

Each task force, committee or subcommittee which is not a standing committee shall have a sunset provision contained in its original charge. Unless otherwise designated, this provision shall require disbanding of such a group by the end of each fiscal year. Procedures to justify the retention of a group shall be developed by the District.

Adopted September 1972  
Revised June 29, 1994  
Reviewed May 1995  
Reviewed February 25, 2015

CROSS REF.:                   BDF, Advisory Committees  
CEA-R, Regulation to Policy CEA, Administrative Advisory  
Committees

CONTRACT REFS.:           CSEA Master Agreement