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**AURORA PUBLIC SCHOOLS**

**Adopted June 1976**

**Revised November 1993**

**Revised October 2007**

**Revised December 2013**

**Revised April 2015**

**Reviewed August 2017**

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**APS Code: BDF**

## **ADVISORY COMMITTEES**

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The Board encourages the participation of citizens of the district in decision making processes. However, the legal responsibility for decision making in all matters of policy and operation rests with the Board.

1. Board-appointed advisory committees, both district-wide and at the school level, shall function within organizational frameworks approved by the Board. Only the Board shall have the authority to dissolve committees it has created.
2. School- and district-level advisory committees that are required under federal and state programs shall be formed and shall function in accordance with the requirements pertaining to each specific federal or state program. The Board shall grant to those bodies the advisory responsibilities relevant to the planning, implementation and evaluation of such program or project in accordance with applicable law.
3. Community groups that are neither appointed by the Board nor formed as required under federal or state programs are encouraged to offer suggestions and advice to the Board in order to assist it in the decision making process. The final responsibility for all decisions, however, rests with the Board of Education alone.

The standing committees of the district shall be:

District Accountability Committee

Classified Employee Council

Instructional Materials Review Committee

Long-Range Facilities Advisory Committee

Special Education Advisory Committee

LEGAL REFS.: C.R.S. [22-9-107](#) (*licensed personnel performance evaluation council*)

C.R.S. [22-11-301,401](#) (*accountability committees*)

C.R.S. [22-32-109.1](#) (2) (*community consultation on safe school plan, including student*)

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*conduct and discipline code)*

C.R.S. [24-6-402](#) (*open meetings law*)

CROSS REFS: AE, Accountability/Commitment to Accomplishment  
BDFD\*, Long-Range Facilities Advisory Committee  
BEDA, Notification of Board Meetings  
CBI, Evaluation of Superintendent  
GCOC, Evaluation of Administrative and Professional/Technical Staff  
JK.1, Student Discipline – District  
KEC, Public Concerns/Complaints about Instructional Resources

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## **ADVISORY COMMITTEES**

Advisory committees will be appointed for specific terms and for specific tasks. The problem assigned will be carefully delineated in writing. The Superintendent or Designee shall name a member of the professional staff to serve as a liaison between the committee and school authorities. This staff member shall make available to the committee necessary resource material. Final recommendations of advisory committees will be made in writing to the Board.

Board committees or liaisons are to help the Board do its job by preparing policy alternatives and implications for Board deliberation or by performing specific audit or monitoring functions.

Board committees or liaisons may not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Composition, expectations and authority will be carefully stated in order not to conflict with authority delegated to the Superintendent or Board President.

Board committees and liaisons may not exercise authority over staff.

Board committees, liaisons and members are to avoid over-identification with organizational parts rather than the whole. Therefore, a Board committee or liaison that has helped the Board create policy on some topic will not be used to monitor organizational performance on that same subject.

The Superintendent will not be required to obtain approval of a Board committee or liaison before any executive action.

Committees and liaisons will be used sparingly and usually in an ad hoc capacity. Unless otherwise stated, a committee or liaison ceases to exist as soon as its task is complete.

This regulation applies to any group or role that is formed by Board action, regardless whether it is called a committee or liaison, and regardless whether the group or role includes one or more board members. This regulation does not apply to committees or liaisons formed under the authority of the Superintendent.

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### **ADVISORY COMMITTEES**

The Board Secretary shall be tasked with keeping a complete list of all Board Committees.

An advisory committee member shall be removed from office if that member does not attend three consecutive meetings unless the committee by resolution approves any additional absences or unless such absences are due to temporary disability or illness. In addition, the committee by majority vote may request the removal from office of any member. Such removal shall be made by the Superintendent or Designee with approval by the Board.

Arrangements for the use of supplies, equipment, building space and personnel from within the school system shall be made through the liaison person assigned by the Superintendent or Designee. Expenditures of District funds by any advisory committee shall be made only upon prior approval of the Superintendent of Schools or the Designee.

All such committees are advisory bodies whose recommendations will be considered in relation to the total school picture by the Board. The legal responsibility for final decisions rests with the Board. After careful consideration, the Board may find that for the best interest of the schools, committee recommendations cannot be implemented at a given time. Any publicity concerning the advisory committees will be released by the Board through the Division of the Superintendent.

If required by state law, advisory committee meetings shall be open to the public and meeting notices shall be posted. If notice of the meeting is legally required, such notice shall be posted in the same place and manner as notices of Board meetings.