



Madera Unified School District

1902 Howard Road, Madera, CA 93637
559.675.4500
Fax: 559.675.1186
www.madera.k12.ca.us

2025 Board of Trustees District Advisory Committees Guidelines

It is the intent of the Board of Trustees to promote community and staff expertise as advisory support to the Board's decision-making process. Consequently, Advisory Committees shall be formed to serve the Board's needs in keeping with the District Mission. The ongoing need for each Advisory Committee shall be assessed and the official Board representatives appointed at the Board's Annual Organizational meeting held in December (Board Bylaw 9130). The guidelines for Advisory Committees, current Board and District representatives, the charge to each Committee, the meeting intervals, and the membership eligibility are identified below.

Guidelines for all Advisory Committees include:

1. All meetings are legally posted and open to the public unless otherwise noted.
2. A written record of each meeting is taken and provided to the Superintendent's Office within three days unless otherwise noted.
3. Board representatives will serve as a liaison to the Board and will provide an update following each Committee meeting at the subsequent Board meeting.
4. District representatives (not a Trustee) will represent the District preschool to adult perspective and will respond to the Committee's need for department data. The District representative may be called upon to facilitate the Committee meeting.
5. The Board is not bound by votes taken internally by Advisory Committees.
6. Varying viewpoints, both majority and minority, will be included in the written record for your consideration by the Board.
7. Dates and times for Advisory Committees will be established prior to the Board's Organizational Meeting.
8. Board member involvement on the Committee is strictly as a liaison and not as a voting member of that Committee.
*A liaison establishes and maintains communication for mutual understanding and cooperation to keep with the District Mission.