

# PROCEDURE TO BE FOLLOWED BY THE COMMUNITY ADVISORY COMMITTEE ON INVESTING IN EDUCATIONAL EXCELLENCE

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The appointing authority for the Community Advisory Committee on Investing in Educational Excellence is Superintendent Raj Manhas. The committee was established pursuant to Board Policy F03.00, Community Advisory and Oversight Committees, and accompanying Board Procedure F03.01.

**Notice:** Meetings of the Committee and Sub-Committees will be open to the public. Notice and the agenda for meetings will be published in the Districts' website at least 24 hours in advance.

**Meeting Procedure:** Meetings will be conducted by the Committee Co-Chairs or Sub-Committee Chair(s). Attendees are welcome to observe the proceedings.

**Minutes:** Pursuant to the Committee's charge from the Superintendent, minutes of Committee and Sub-Committee meetings will be kept.

**Public records:** The committee's records will be subject to public records requests as administered by the District.

Decisions regarding committee operations, including selection of a presiding officer, voting standards and other matters shall be established by the committee at its initial meeting. (F03.01)