

AGRI-SCIENCE AND TECHNOLOGY ADVISORY COMMITTEE

The purpose of the Agri-Science and Technology Advisory Committee is to advise the Ledyard Board of Education with regard to policy, programs, services and procedures related to Ledyard's regional Agri-Science and Technology program. The Agri-Science and Technology Advisory Committee will coordinate with the Agri-Science and Technology department faculty and other staff members at Ledyard High School as necessary to effectively carry out the requirements of this policy and other tasks assigned by the Board.

It shall be the duty of the Agri-Science and Technology Advisory Committee to:

- Study the needs of the agriculture community;
- Acquaint the Boards of Education for Ledyard and other sending towns with the objectives of the Agri-Science and Technology program; and
- Aid and guide the Agri-Science and Technology department in those activities that will meet the needs of the communities within the served towns.

The committee is comprised of community members and business owners, both from Ledyard and sending towns, who are recognized for their knowledge of the various fields of agriculture, related occupations and education. The committee possesses no legal authority; their recommendations are purely advisory.

Membership. The boards of education for Ledyard and each of the sending towns may each appoint two members to the Agri-Science and Technology Advisory Committee. Members shall normally serve for a period of three years unless reappointed by their respective board of education. A member of the Ledyard Board of Education and an administrator from Ledyard High School will be appointed to serve as liaisons to the Agri-Science and Technology Advisory Committee. The LHS and Board liaisons, as well as the Agri-Science and Technology department faculty, will be non-voting members of the committee.

Committee Leadership. The advisory committee chairperson shall be elected by the committee membership and approved by the Superintendent and the Board. The committee chairperson should not be a member or employee of the Ledyard Board of Education.

The advisory committee's chairperson shall:

- Set and call at least two meetings per year;
- Develop the agenda for the meeting and ensure that appropriate notification of meetings is provided; and
- Involve committee members in the advisory process to ensure maximum participation and interest.

The committee shall elect a vice-chairperson, who shall have the following responsibilities:

- Serve in the absence of the chairperson; and
- Coordinate any ad hoc committees.

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The committee shall elect a secretary, who shall have the following responsibilities:

- Record the minutes of each meeting;
- Send, or cause to be sent, notices of meetings to committee members and associated boards of education and any committee-related correspondence;
- Maintain a file of past meeting minutes and copies of committee bylaws or policies; and
- File a copy of each meeting's minutes with the boards of education of Ledyard and the sending towns.

Meeting Schedule. The committee must meet at least twice a year. Additional meetings should be scheduled as necessary to carry out the committee's responsibilities as delineated in this policy and in response to any specific tasks required by the Ledyard Board of Education.

Responsibilities. At a minimum, the Agri-Science and Technology Advisory Committee is charged with the following responsibilities:

- Review and provide comments/recommendations on LHS' Agri-Science and Technology programs and services;
- Recommend facilities and equipment needs of the program;
- Advise on enrollment and recruiting procedures;
- Review and make recommendations on the five-year graduate survey results;
- Serve as a liaison between the Ledyard Board of Education and the boards of education of towns served by the program as well as the agriculture community;
- Advise on courses and content to be taught; and
- Provide comments/recommendations on proposed policies and decisions affecting Agri-Science and Technology program.

Additionally, the Agri-Science and Technology Advisory Committee should:

- Promote community awareness of the value and importance of agri-science education;
- Assist in surveying related occupational needs and assessing the skills, knowledge and attitudes needed for entering agriculture or related fields;
- Identify resources in the region that might be used in support of the program; and
- Inform students of Ledyard's Agri-Science and Technology programs, provide information on careers, and assist in job placement.

Legal References:

Connecticut General Statutes, Section 10-66. Regulations.

State Department of Education Regulation 10-64-1. Consulting committee.

Policy adopted: December 17, 2008