

### **Standard Minimum Content for Websites of District Advisory Bodies**

According to Policy BDF(Local), all district advisory bodies must have websites, with standard guidelines to be developed by the Coordinator of District Advisory Bodies. The “look” of websites for district advisory bodies may vary, but websites must contain a standard minimum content. At a minimum, websites for all district advisory bodies must contain the following content:

- A homepage with a brief description of the advisory body, contact information, and space for special announcements
- Links to the umbrella site for district advisory bodies, Citizens Communications and Visitor Guidelines, and Standard Membership Application Form
- A submenu page for meetings, including a meeting schedule for the current school year, with posted agendas and approved minutes
- An archive of meeting agendas and minutes for at least the previous two school years.
- A submenu page for the list of current members with names and, if applicable, affiliations or categories of membership
- A submenu page for the bylaws or charter of the advisory body
- A submenu page for additional resources (e.g., reports, studies, recommendations)