

Mahtomedi School Board Policy 920

*Second Reading: December 10, 2015*

*Adopted: February 10, 1994\_*

920 - ADVISORY COMMITTEES INVOLVING CITIZENS

I. PURPOSE

- A. The purpose of advisory committees involving citizens is to provide an additional means of communication between the citizens of the school district and the School Board and staff of District 832. The school district will establish advisory committees as required by federal or state law or as needed to enhance the effectiveness of the decision-making process. The ultimate authority to make decisions will continue to reside in the powers and duties of the School Board.

II. DEFINITIONS

- A. Task Force – Task Forces are established for a finite period of time to deal with specific issues. Task Forces are terminated at the conclusion of their assigned task.
- B. Standing Advisory Committees – Standing Advisory Committees are established as required by law or as determined by the school district to deal with continuing issues that require or can benefit from ongoing input from citizens. These committees will be reestablished by the Superintendent, or designee, on an annual basis.

III. RECOGNITION

- A. Advisory committees to the School Board shall be authorized and established by the Board.
- B. Advisory committees to a building or program shall be authorized and established by the Superintendent or designated agent.

IV. PARAMETERS AND GUIDELINES

- A. Advisory committees involving citizens will not have members appointed or commence with their work until the following organizational requirements have been completed and approved by the School Board, Superintendent, or designated agent:
  - 1. Title and purpose of committee (standing or task force)
  - 2. Time commitment and frequency of meetings
  - 3. Scope of authority
  - 4. Committee composition and length of appointment
  - 5. Operating procedures

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6. Resources needed to fulfill responsibilities
7. Determination of outcome as a result of committee work

The organizational requirements will be reviewed with committee members after the advisory committee is appointed and before the committee begins its work.

- B. Appointments to advisory committees are intended to be broadly representative of the school district and chosen from residents who have shown an interest in the purpose of the committee and who have expressed a sincere interest in the advancement of public education.
- C. Membership on advisory committees to the School Board shall be appointed by the Board. Membership on advisory committees to a building or program shall be appointed by the Superintendent or designated agent.
- D. Liaison between the staff and advisory committee shall be through the Superintendent or designated agent.
- E. The School Board, Superintendent, or designated agent retain the authority to remove a member from an advisory committee in the event that he or she is counterproductive, or does not operate within the parameters and guidelines of this policy.

*ADOPTED – February 10, 1994*