

ADVISORY COMMITTEES POLICY

It is the policy of the Anoka-Hennepin Independent School District No. 11 School Board to encourage staff and general citizen involvement in the school district particularly through participation on advisory committees. In addition to advisory committees which may be formed at the direction of the School Board, administrators are urged to include citizens on advisory committees.

The following guidelines shall govern the appointment and function of advisory committees:

1. The School Board and administration possess certain legal powers and prerogatives which cannot be delegated. Therefore, all recommendations of advisory committees must be submitted to the appropriate administrator, or, if so directed, to the School Board for consideration.
2. Advisory committees may be formed at the direction of the School Board or administration for specific purposes (ad hoc) or to provide continuing consultation (standing) in a particular area of activity.
3. If an advisory committee is required by state or federal law, its composition and appointment shall meet all the guidelines established for that particular type of committee.
4. The composition of advisory committees shall be broadly representative and shall reflect the specific tasks assigned to the committee.
5. Appointments to advisory committees shall be made by the School Board or administration to whom the committee is responsible. When practicable, an advisory committee should include a number of general citizens equal to the number of Anoka-Hennepin staff.
6. Each advisory committee shall be instructed regarding:
 - a. The length of time each member is being asked to serve;
 - b. The service the advisory committee is to render and the extent and limitations of its responsibility;
 - c. The resources which will be provided by the district;
 - d. The approximate dates on which major reports are to be submitted.
7. The District will publicize the use of advisory committees through mass media and several District publications. Although service on advisory committees is voluntary, it may be necessary to take affirmative action to solicit participation in order to achieve "broad representation."
8. The District will make every reasonable effort to provide recognition and credit to the persons serving on advisory committees and to publicize the accomplishments of advisory committees.