

School Advisory Council Composition: Suggested Voting Membership

The school advisory council shall be the sole body responsible for final decision making at the school relating to implementation of the provisions of State Statutes 1001.42(16) and 1008.345. A **majority** of the members of each school advisory council must be persons who are **NOT employed by the school district**. Each advisory council shall be composed of the principal and an **appropriately balanced** number of teachers, education support employees, students, parents, and other business and community citizens who are **representative** of the ethnic, racial, and economic community served by the school.

School advisory councils of career centers and adult education centers are not required to include parents as members. Council members representing teachers, education support employees, students, and parents shall be elected by their respective peer groups at the school in a fair and equitable manner as follows:

1. Teachers shall be elected by teachers.
2. Education support employees shall be elected by education support employees.
3. Students shall be elected by students (required in Middle and High School).
4. Parents shall be elected by parents.

Community or business partners shall be appointed by the principal with consent of the school advisory council members. A key point to note in statute language is that schools need to maximize their efforts to include on their advisory councils minority persons and persons of lower socioeconomic status. The School Improvement team developed this voting-membership guideline so schools can maximize and streamline the decision-making experience.

<u>Who</u>	<u>How Many?</u>	
Principal	1	} Representative of ethnic, racial, and economic community served by school
Teachers	1-2	
Support Personnel	1	
Students	1	
Parents	1-2+	
Community/Business Partners	1-2+	

50% + 1 {

Each school advisory council shall adopt bylaws establishing appropriate procedures. Meetings are open to the public and should include pre-discussion agenda items and post discussion non-agenda items. The district school board may review all proposed bylaws of a school advisory council and shall maintain a record of minutes of council meetings. The voting membership (PBSD 1710) is often fewer in number than the school advisory council regular attendees.

School Improvement

Frequently Asked Questions:

We have an AP who attends all SAC meetings. Can she vote?

No. The school's principal represents the vote from administration. The AP can be listed in the SIP membership list, but cannot complete PBSD 1710 as a voting member.

We are an elementary school and do not have students on the SAC; therefore, in accordance with the preceding guideline, we have 3 district employees and 3 non-district employees. Is this acceptable?

No. The majority of the advisory council must be members who are not employed by the school district. One student or additional parent can be elected by their peers to add to the membership or one community or business partner can be appointed with SAC consent. Note that when you add voting members, you must consider the potential change to the ethnic, racial, and economic representation on the council.

What is a quorum?

A majority (50% + 1) of the membership constitutes a quorum.

We currently have 21 members voting on our SAC. Is this okay?

We encourage maximum membership and attendance at meetings. However, similar to the school district's board, a smaller voting body that is representative of the larger membership and is appropriately balanced as well as representative of the community served by the school will minimize conflict and maximize efficiency in decision making. In addition, a quorum usually becomes easier to achieve with less voting members.

Our school has always grabbed parents who are teachers or support staff at other schools to be elected as part of the SAC. Now, what do we do if they're not helping us with composition compliance?

Those parents are considered district employees if the school they work for is part of the school system. You can explain that legislation has changed. If they are voted onto the SAC, they represent the parent category but must be calculated as district employees. Therefore, parents who are not district employees become critical to target for elections. The same can be said for community and business partners.

Can voting members who have been absent get replaced?

Yes. Follow procedures in the school advisory council bylaws. Membership should be taken seriously as an elected official position. Bylaws usually stipulate that membership terms run for 2 consecutive years and members cannot be absent for more than 2 unexcused meetings. Remember, the replacement may shift balance and representation.