

# YOU CAN MAKE a DIFFERENCE



YES!  I would like more information about the School Advisory Council. Please call me.

YES!  I would like to be a SAC member. Please put my name on the ballot to be elected as a SAC member.

I represent the following group:

- Teachers
- Education Support Staff
- Parents
- Students (Secondary Level Only)
- Business and Community Members

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Return to your child's 1st period teacher.

## MISSION STATEMENT

The School District of Palm Beach County is committed to providing a world-class education with excellence and equity to empower each student to reach his or her highest potential with the most effective staff to foster the knowledge, skills, and ethics required for responsible citizenship



The School District of Palm Beach County  
*Top rated District by the Florida Department of  
Education since 2005*

*Rated "Accredited School District" by AdvancED  
2008-2023. The School District of Palm Beach County  
is an Equal Education opportunity Provider and  
Employer.*



Principal, Teachers, Education  
Support Employees, Parents,  
Students (Secondary Level Only),  
Business and Community...

...may serve as a member of a School  
Advisory Council.

*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 (State Statute 1001.452)*

*Each School Advisory Council shall assist in  
the preparation and evaluation of the School  
Improvement Plan required pursuant to  
State Statute 1001.42(18).*

## WHAT IS A SCHOOL ADVISORY COUNCIL?

Each advisory council is composed of the principal and an appropriately balanced number of teachers, education support employees, students (secondary level only), parents, and other business and community citizens who are representative of the ethnic, racial, and economic community served by the school (State Statute #1001.452).

The team of individuals from various segments of the community:

- adopt bylaws for their procedures
- focus efforts on increasing student achievement
- assist in the preparation and evaluation of the School Improvement Plan
- approve and ensure that the School Improvement Funds enhance school performance through the development and implementation of a School Improvement Plan.



## SCHOOL ADVISORY COUNCIL BYLAWS

Each School Advisory Council shall adopt and annually review bylaws establishing procedures for (State Statute #1001.452):

- Requiring a quorum to be present before a vote (A majority of the membership of the council constitutes a quorum)
- Requiring at least 3 days' advance notice in writing to all members of the advisory council of any matter that is scheduled to come before the council for a vote
- Scheduling meetings
- Replacing any member who has two unexcused consecutive absences
- Recording minutes of meetings

## SCHOOL ADVISORY COUNCIL (SAC) MEETINGS

SAC meetings are:

- scheduled at times convenient to most members
- announced publicly at least three working days in advance of the meeting (School District recommends a 7 day notice)
- opened to the public, subject to the Florida Sunshine Law, which means *the SAC's work, its plan, the information developed and used in writing the plan, and the meetings all must be open and accessible to anyone who is interested*
- recorded and under the Florida Sunshine Law must be available for inspection by any interested person

Schools hoping to receive the Five Star School Award must hold a minimum of eight SAC meetings per school year. (For more Five Star School Award information go to: <http://www.fldoe.org/family/fivestar.asp>)

## NO EXPERIENCE NECESSARY

Training is Provided

