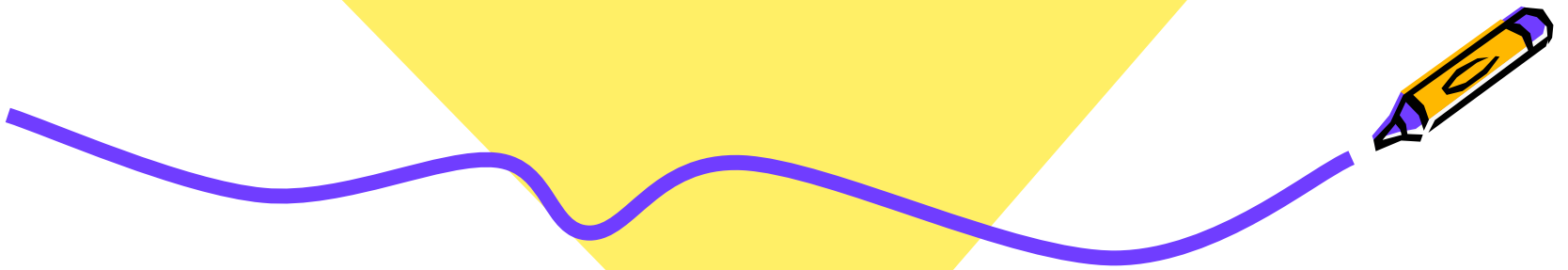
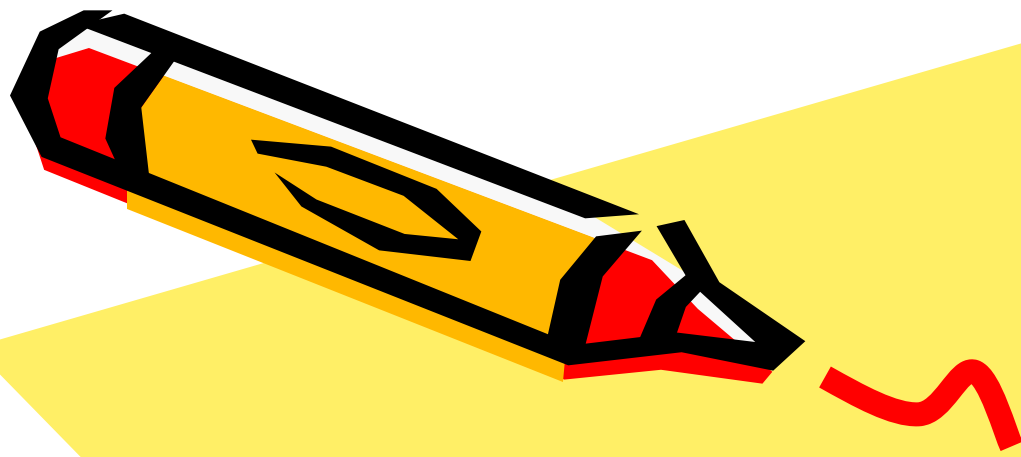




Welcome!



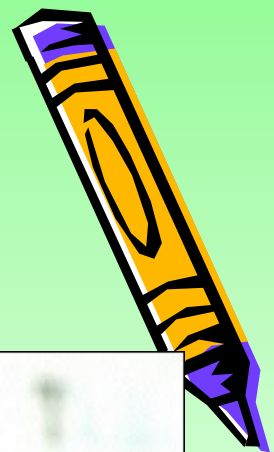


The School Community Council

Working Together for School Improvement



Okay, Here We Go!



The purposes for School Community Councils are:



- To build consistent and effective communication among parents, employees and administrators
- To allow parents an opportunity to be actively involved with the school in their children's education
- To make good schools better



Can a school choose not to have a School Community Council?

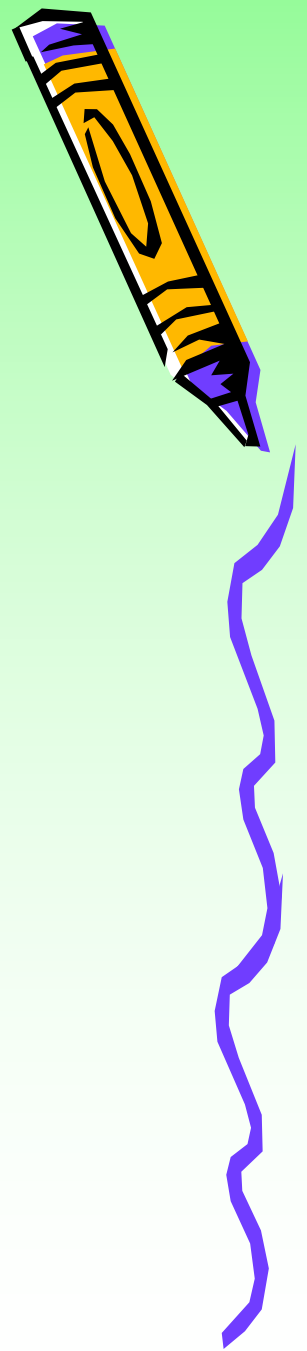


- No, it is required by law.
- The SCC has the potential to be a very positive aspect of a school principal's decision making process.
- The Nebo District administration and Board of Education are very supportive of the SCC concept.



Council Membership

- Principal
- Chair (parent member)
- Vice-Chair (parent or employee)
- Facilitator (\$500) stipend
- Parent/Guardian Members
- Faculty/Staff Members



Size Guidelines



- A high school will have at least 6 parent/guardian members and at least 4 faculty/staff members.
- All other schools will have at least 4 parent/guardian members and at least 2 faculty/staff members.
- Parent members must exceed the number of faculty members (including the principal) by at least two members.



Terms for Members



- A term is 2 years.
- Schools, in consultation with districts, set the beginning date.
- A council member may be elected to office as long as they will have a student attending the school.
- Recommend staggered terms



School Employee Elections



- Teacher/Employee Members, except the principal, are elected by employees.
- Principals serve and fill an employee position but are not elected.



Parent Elections

- The elections may be held near the beginning of the school year or in the spring if they are completed before the last week of school.
- The timing of the election must remain the same for at least four years.
- The timeline must include a notice to parents at least 10 days prior to the election that includes the open positions, how to file, and when and where the election is to be held.



Parent Elections Cont...



- If there is not a contested race, the school need not hold an election.
- There are no term limits for parents. They may serve if they have a child attending the school during the two-year term.
- After the council is elected, the council elects a chair and a vice chair.



What about unfilled positions?



- If a parent/guardian position is unfilled after elections, the parent/guardian committee members will select a parent/guardian to fill the position.
- If a faculty/staff position is unfilled after elections, the faculty/staff committee members will select a faculty/staff person to fill the position.



Major Roles of the Council



- Participate in the development of a School Land Trust plan and budget
- Advise the school administration on local school issues
- Develop a child access routing plan (elementary, middle and junior high)
- Make recommendations regarding school safety issues and safe technology usage and digital citizenship.



- Serve as the Building Needs Committee
- Provide an opportunity for issues of concern in the community to be presented to the school administration
- Review state testing data as needed.
- Develop and incorporate safety principles at the school and hold at least an annual discussion with the school's principal and District administrator regarding safety principles at the school and district level.

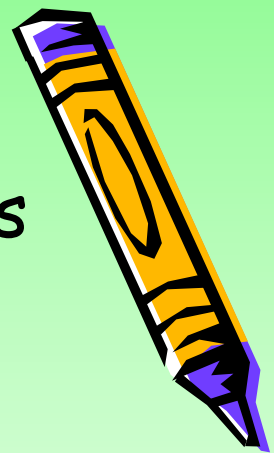




- Review and vote on Reading Achievement Plan (elementary)
- Make recommendations regarding issues at the school such as school programs, ideas/suggestions regarding students, etc.
- Provide e-mail and phone number, made public on the school's website and provided directly to all parents (state law).



At Secondary Schools



- Review and advise on local school rewards and consequences related to school attendance
- Serve as the Comprehensive Guidance Advisory Committee
- Participate in the school accreditation process
- Review and approve admission charges for school events
- Review and forward to the District Curriculum Committee any proposals for new courses to be offered



School Website Posting



- One week prior to meetings - agenda with date, time, location, minutes from previous mtg.
- By October 20 - yearly mtg. schedule, members contact info., prior year Land Trust Plan, Land Trust voting results
- Always on site - parent opportunities, Land Trust amount received, rules of order and procedure.



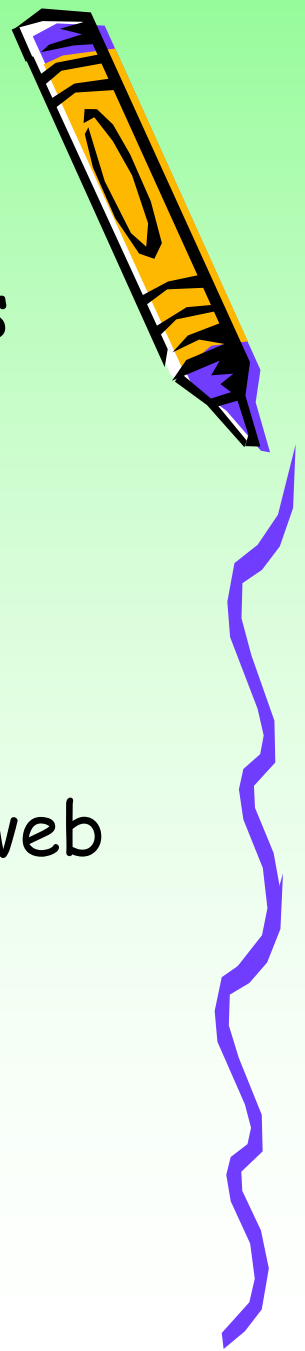
The Role of the Principal

- Signs written assurance that elections are held as required by the law
- Ensures that all reports and plans are submitted as required
- Provides access to school information and budget data that relate to Staff Development and Land Trust plans
- Submits a report of the council's voting record for each of the school's plans.
- Works with the SCC Chair in planning meetings and activities, etc.



The Role of the Chair

- Set the agenda and conduct the meetings
- Assure that written minutes are kept
- Assures that the council adopts rules of order and procedures.
- Makes assignments and ensures follow-up
- Meeting Notice, Agenda and Minutes on web
- Conduct Meetings, etc.



The Role of the Facilitator



- May be an elected voting member or a non-elected, non-voting person
- Receives a stipend (\$500)
- Schedules meetings, sends reminders as needed and takes minutes
- Assists the chairperson and the principal
- Produces agendas and other documents as needed
- Gathers data and prepares reports
- Maintains and updates website information, etc.



Responsibilities of Each Member

- Make a conscientious effort to attend all meetings
- Act in good faith for the benefit of all students and the school
- Participate in the development of all required plans
- Be a positive, contributing member of the council



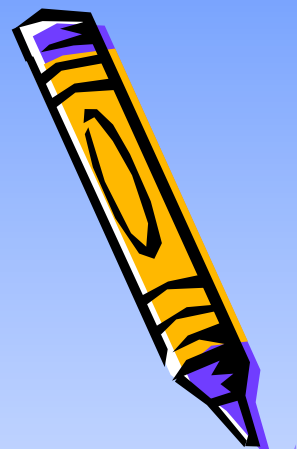
Each member of the council
should represent the
community to the school
and the school to the
community - build a bridge.



The underlying focus should always be: what is in the best interest of the students?



For example, insufficient office space may be an appropriate school improvement issue.

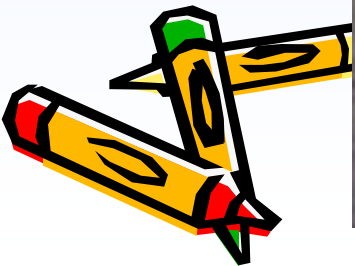




- It would not be an appropriate School Land Trust expenditure.
- School Land Trust money must address a specific "academic" need and focus on students. It should not be spent on work environment needs.



You have to be able to identify challenges at your school, before you can begin the improvement process.



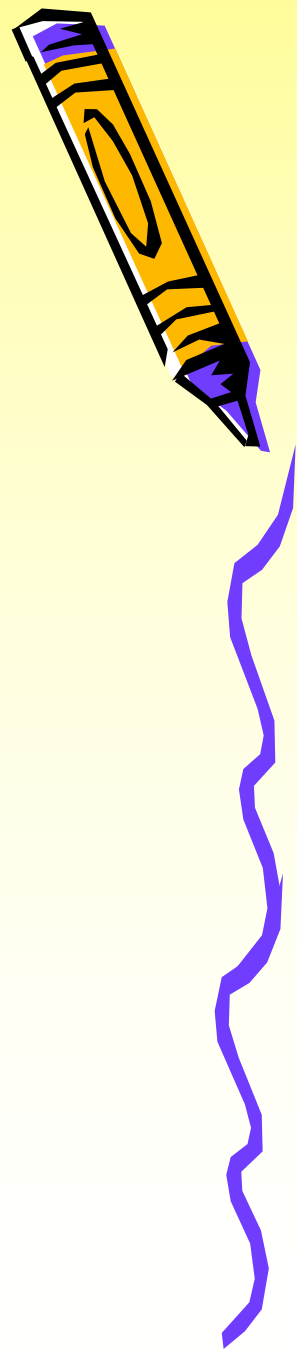
Planning for school improvement may cause you to look beyond your present comfort zone.



Serving on the council
should be a rewarding and
enjoyable experience!



Some ideas for making the School Community Council a positive experience for all involved:



- Make sure everyone is trained
- Hold regular and carefully planned meetings
- Follow a printed agenda





- Have a start and stop time
- Focus on the stated council purposes
- Allow some time during each meeting for issues of concern to be raised and ideas to be expressed.



When issues are raised, look into them and report back.



-Viktor-

Photo by Vincent Laforet / The New York Times



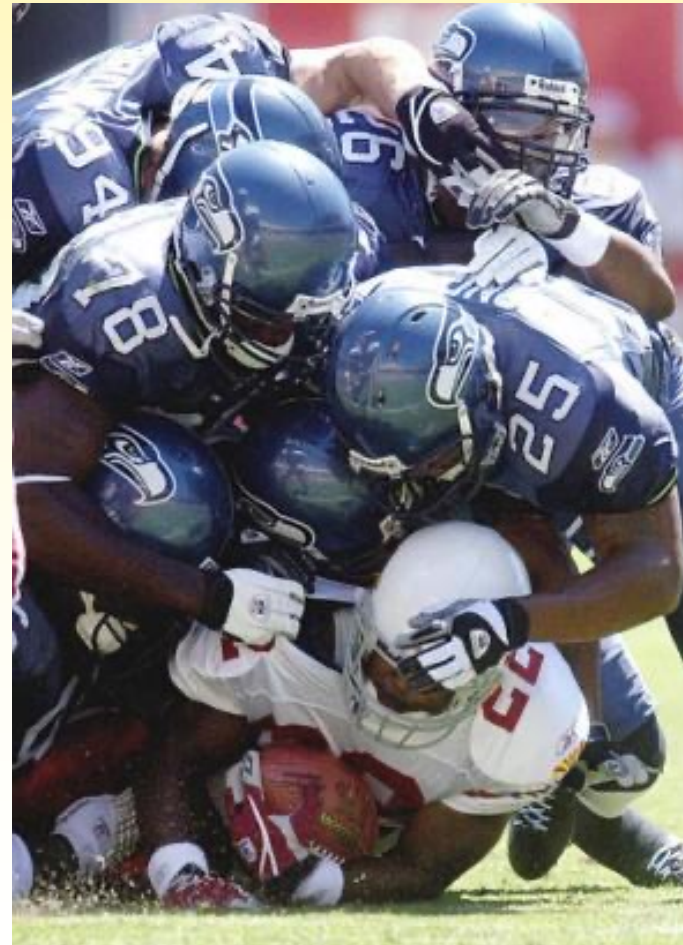
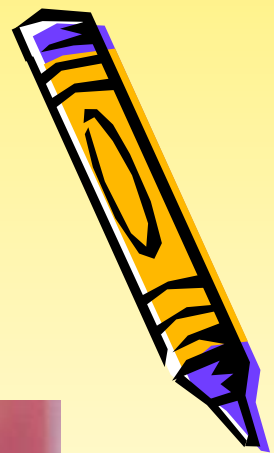
- Don't let council meetings become "gripe sessions."



- Use a positive approach when expressing concerns or ideas!



No one likes to feel like he/she is being beat up.



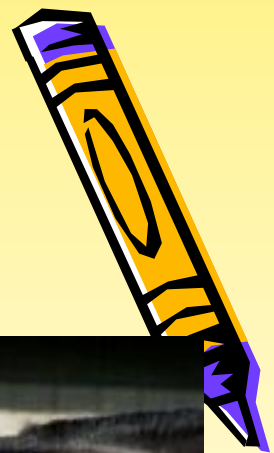
Serving light refreshments
is always a nice touch, but
don't over-do it.



In addition to the focus on school improvement, celebrate the achievements of the school!



- Express thanks for good work that is done.
- Everyone likes to be appreciated!



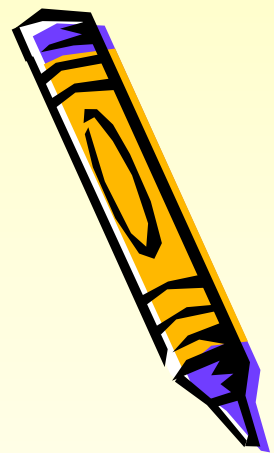
In summary:

- We believe that we have great schools in Nebo District.
- We also believe that we can and should continue to get better.
- School Community Councils are one tool that, if used effectively, can assist us in the improvement process.



For Those Wanting
More....

Please feel free to visit:
www.schoollandtrust.org



Thanks for Attending



and



Thanks for making a Difference!

