

ADVISORY COUNCILS

The Board of Education for the Public Schools of Robeson County considers input critical to the effective operation of the individual schools and the school system, and welcomes the opportunity to receive those suggestions and concerns from the public, which will assist the Board in achieving its desired objectives.

Advisory councils, organized on the basis of one per school, are deemed beneficial avenues for the Board to receive continuing input on school operations and procedures. These advisory councils shall be general in purpose, and shall be in addition to any other specific advisory councils or committee, whether created under legal mandate or by voluntary means.

1. Duties of Advisory Councils

- A. To act as a support group for both school and community in all matters, toward the development of excellence in the schools.
- B. To assist the principal and staff by helping interpret school matters to the community, and bringing community concerns to the attention of the principal.
- C. To submit draft copies of the minutes of each meeting to the superintendent within ten (10) days following the meeting.
- D. To make an annual written report of its activities to the Board of Education.
- E. To receive periodic reports from the principal concerning school programs, activities, and financial status of fund-raising activities and expenditures.
- F. To make its meetings open to the public.
- G. To provide such documentation as may be necessary to the superintendent and Board of Education to support any charges, findings or allegations of misconduct, oversight, or abuses of law and policies by school personnel.
- H. To fulfill such specific short-term assignments as may be authorized by the superintendent or the Board.

2. Limits of Advisory Council Responsibilities

An Advisory Council shall not involve itself in activities that may reflect adversely on the school system. Specifically, it shall not:

- A. Involve itself in personnel matters or individual student problems, except where the Board, the Administration, or the principal seeks advice and counsel.
- B. In any way, assume legal authority for direct action or decision-making concerning the school system.
- C. Involve it officially in political campaigns.
- D. Involve itself in fund-raising or related activities.

School Advisory Councils shall not:

- A. Assume nor act in any responsibilities beyond those that shall be delegated to it by the Board, and as set forth in Section One.
- B. Have any authority except when meeting in formal session as a body.
- C. Become engaged in fund-raising activities.
- D. Involve itself in individual school personnel matters or individual student problems unless by request of the principal or superintendent in seeking advice and counsel.

3. Membership and Selection

- A. Advisory Councils shall have membership based upon the following criteria:
 - 1. Schools with an enrollment of five hundred ninety-nine (599) pupils or less on the last day of April in the school year shall have five (5) members.
 - 2. Schools with an enrollment of six hundred (600) or more pupils on the last day of April in the school year shall have seven (7) members.
- B. The principal shall serve as an ex-officio member, and secretary of the council.
- C. Membership shall be selected in the following manner:

Each school principal, in May of the school year, shall call a public meeting at the school for the purpose of electing a simple majority of the members of the Advisory Council. The principal, district board member(s), and or at-large member(s) will jointly conduct the election. The remaining Advisory Council member(s) shall be appointed by the district and at-large board member(s).

In the event that fewer than twenty-five (25) persons attend the meeting, the principal and board member(s) shall prepare a nomination list to present to the Board for final selection.

- D. Vacancies on Advisory Councils shall be filled by the same process as the initial method of selection.
- E. School employees shall not serve on Advisory Councils for the school where they are employed. However, school employees residing in the school district may vote and make nominations for individuals to serve on the Advisory Council.
- F. All Advisory Council members shall reside within school attendance lines of the council on which they serve, except that non-resident parents may serve. If a member moves out of said attendance zone, the member is immediately and automatically declared ineligible for further service on that council.
- G. The majority of the Advisory Council members shall have a child or children enrolled in that particular school.
- H. Terms of office shall be for one (1) year, and individuals may serve a maximum of three (3) consecutive terms.
- I. No individual shall be elected or appointed to serve on more than one school Advisory Council during a school year.

Meetings

- A. The Advisory Council will meet at least on a quarterly basis. Other such meetings may be called by the chairman or the principal as deemed necessary.
- B. A yearly calendar of meetings shall be published in September, and at such times and dates as deemed convenient to the council members. Called meetings must have a minimum of twenty-four (24) hours notice.
- C. The chairman of the council shall not call a meeting without knowledge of the principal, and the council should not meet without the principal.

Approved by the Board of Education August 16, 1994
Revised by the Board of Education October 4, 1994