

School Council Fact Sheet

What is the purpose of School Councils?

The purpose of school councils is to “bring communities and schools closer together in a spirit of cooperation to solve difficult education problems, improve academic achievement, provide support for teachers and administrators, and bring parents into the school-based decision-making process.”

Who Serves on a School Council?

The School Council is composed of seven members:

- The Principal
- Two certificated teachers elected by the teachers
- Four parents (or guardians) elected by the parents; two of the parents must be businesspersons

What are the Roles and Responsibilities of Council Members?

All members of the School Council must:

- Maintain a school-wide perspective on issues,
- Regularly participate in council meetings,
- Participate in information and training programs,
- Act as a link between the school council and the community,
- Encourage the participation of parents and others within the school community, and
- Work to improve student achievement and performance.

“The councils shall provide advice and recommendations to the school principal and, where appropriate, the local board of education and local school superintendent on any matter related to student achievement and school improvement, including, but not limited to, the following:”

- School board policies;
- School improvement plans;
- Curriculum and assessments;
- Report cards issued or audits of the school conducted by the Office of Student Achievement;
- Development of a school profile which shall contain data as identified by the council to describe the academic performance, academic progress, services, awards, interventions, environment, and other such data as the council deems appropriate;
- School budget priorities, including school capital improvement plans;
- School-community communication strategies;
- Methods of involving parents and the community;
- Extracurricular activities in the school;
- School-based and community services;
- Community use of school facilities;
- Student discipline and attendance;
- Reports from the school principal regarding progress toward the school’s student achievement goals, including progress within specific grade levels and subject areas and by school personnel;
- The method and specifications for the delivery of early intervention services or other appropriate services for underachieving students.

How do School Councils Conduct Business?

- All meetings are open to the public.
- School councils must meet four or more times a year as stated in their bylaws.
- A quorum, which is a majority of the members, must be present at the meeting.
- The council may appoint committees, study groups, and task forces.
- Meetings are subject to the Open Meetings Act.
- Records are subject to the Open Records Act.