



## Grants Pass School District No. 7

# Parent Advisory Council Responsibilities

"We will provide an education that encourages all students to reach their potential and to become responsible, productive citizens."

### Purpose:

To review, examine, and make recommendations related to:

- Proposed curriculum changes
- Instructional resources
- Federal programs
- District improvement

### Process:

Representatives from each school will be elected to meet on a regular basis. Membership includes parent representatives: 1 from each elementary school, two from each middle school, three from the high school and *one from Gladiola Alternative School. Representatives will be voted on by the school PTA or Site Council if there is no site PTA. Each term will be for two years.* The Council will elect a chairperson each fall who will facilitate the meetings. Final recommendations and endorsements may be determined by either consensus or a roll call vote. A quorum (7 members) must be present in order to conduct a vote. The Advisory Council's input will be presented to the School Board for final approval prior to becoming district policy.

### Duties:

**Members** will analyze issues of a major nature and proposals pertaining to two or more schools. The Council will be asked to reflect, respond and provide input on issues as identified by staff, principals, or school board. Curriculum sub-committees may be established for specific projects.

**Chairperson** will conduct all meetings in an agreed upon collaborative process. The Council and the Directors of Curriculum and Instruction will determine meeting agendas.

**Curriculum Directors** will facilitate the Council needs and will collaborate with the Chair to prepare meeting agendas, materials, and resources as needed. Communication with the school board, superintendent, principals, and instructional staff will be processed through the Curriculum Directors.

### Responsibilities:

Each member will attend meetings as scheduled. Council members are encouraged to communicate with their representative school's parent organization and staff when appropriate. Open dialogue is needed and encouraged to maximize productive and efficient results. Members are asked to notify the curriculum office if unable to attend scheduled meetings.