

ADMINISTRATION

Principal's Advisory Committee

A. General

Each principal shall activate a Principal's Advisory Committee (PAC) whose membership shall be chosen from employees currently assigned to the school site.

B. Purpose

The PAC shall advise the principal in planning for the effective and efficient operation of the school. The committee will focus on successful school operation which leads to high student achievement and high employee morale.

The PAC will serve in an advisory capacity only. Committee Members shall communicate to the principal ~~employee~~-issues ~~negatively impacting that have impact on~~ the effective and efficient operation of the school. They will communicate to the principal site conditions that ~~negatively adversely impact on affect~~ high student achievement and ~~high~~ employee morale. The principal will work collaboratively with the PAC to address all ~~employee~~-issues brought forward by the PAC.

C. Membership

Each principal and school staff will collaboratively develop a system for selecting members of the school's PAC. Members shall serve a one to three-year term to be determined by the principal in consultation with PAC. ~~Schools may will determinemay determine the length of tenure for PAC members. Members may seek re-election after their terms have expired. Members will inform the Principal of their desire to serve beyond the school determined length of tenure.~~

D. Meetings

The principal or designee shall call the first meeting and shall preside at all meetings. Meetings shall be scheduled as needed at each site. Committee meetings shall be open and scheduled at a reasonable time when the majority of staff members might attend.

Agendas shall be available for each meeting, and minutes shall be posted following each meeting. Virginia Beach City Public Schools Decorum Guidelines. ~~Robert's Rules of Order will be used to conduct will be followed during meetings. committee meetings.~~

E. Duties and Responsibilities of the Principal

1. To retain responsibility for the efficient, effective daily operation of the school and serve as the Chair for the PAC.
2. To communicate pertinent operational issues to all staff employee groups.

3. To listen to ~~employee~~ concerns ~~negatively impacting relative to obstacles to~~ high student achievement and/or high staff morale.
4. To collaborate with the PAC in implementing operational improvements designed to promote high student achievement and/or high staff morale.
5. To evaluate the effectiveness of the PAC, in collaboration with the Department of Planning, Innovation, and Accountability, by supervising an annual survey to be administered to all PAC members in the School Division.
- ~~6. To resolve contentious issues being considered by contacting a facilitator from the central office for assistance~~[DERJ1].
- ~~7-6.~~ To ensure that site actions are consistent with School Board policies and regulations, are aligned with the strategic plan for the School Division and supply adequate documentation should questions arise.

F. Duties and Responsibilities of Other Members of Principal's Advisory Committee

1. To ~~share voice constituent~~ concerns ~~negatively impacting relative to obstacles to~~ high student achievement and/or high staff morale.
2. To collaborate with the principal and the PAC in implementing operational improvements designed to promote high student achievement and/or high staff morale.
3. To assist in the evaluation of the PAC at the site and throughout the School Division by participating in an annual survey to be administered by the Department of Planning, Innovation, and Accountability.
4. To utilize appropriate avenues for conflict resolution, to include open committee meetings, a conference with the principal, and available facilitator assistance.
5. Committee members will have no authority to act in an individual capacity nor outside the purpose of this regulation.

Approved by Superintendent: September 3, 1997
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