

INDEPENDENT SCHOOL DISTRICT 196  
Rosemount-Apple Valley-Eagan Public Schools  
*Educating, developing, and inspiring our students for lifelong success.*

Series Number 601.2.2AR Adopted July 1993 Revised October 2025

Title Curriculum and Instruction Advisory Council

1. **Purpose**— The purpose of the Curriculum and Instruction Advisory Council (CIAC) is to:
  - 1.1 Ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards, and
  - 1.2 Pursue community support to accelerate the academic and native literacy and achievement of English learners with varied needs, from young children to adults, consistent with Minnesota Statutes, section 124D.59, subdivisions 2 and 2a; and
  - 1.3 Serve in an advisory capacity to the School Board on matters related to curriculum, instruction, student assessment, program review/evaluation and implementation of the state academic standards.
2. **Role** - The District Advisory Committee must recommend to the school board:
  - 2.1. rigorous academic standards, student achievement goals and measures consistent with Minnesota Statutes, sections 120B.11, subdivision 1a; 120B.022, subdivisions 1a and 1b; and 120B.35;
  - 2.2 district assessments;
  - 2.3 means to improve students' equitable access to effective and more diverse teachers;
  - 2.4 strategies to ensure the curriculum is rigorous, accurate, antiracist, culturally sustaining, and reflects the diversity of the student population;
  - 2.5 strategies to ensure that curriculum and learning and work environments validate, affirm, embrace, and integrate the cultural and community strengths of all racial and ethnic groups; and
  - 2.6 program evaluations.
3. **Membership** – To the extent possible, the council must represent the diversity of the district communities and learning sites. The membership of the council should include parents, teachers, support staff, students and other community residents and provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents shall comprise at least two-thirds of the council members.
  - 3.1 The CIAC is made up of 18 parents/residents, eight employees, and five students. The superintendent, director of instruction and achievement and three members of the School Board shall serve as ex-officio members.
    - 3.1.1 Each student will represent one of the district's four comprehensive high schools and the School of Environmental Studies (SES).
    - 3.1.2 The parents/residents and employees are chosen to ensure generally balanced representation of the elementary, middle and high school levels. For parents, the school level they represent is based on where their child attends school during the first year of the parents' first term. To the extent practical, council representation will also reflect the geographic diversity of the district and include members from different attendance areas. In addition, a parent member of the Native American Parent Advisory Committee (NAPAC) and a parent member of the Equity Advisory Council (EAC) also serve as members of the CIAC.

3.2 Terms of Office – Terms of office run from August 15 through the last day of school in June.

3.2.1 Parents, residents and employees serve three-year terms. Terms are established to ensure the continuity of a portion of the membership each year.

3.2.2 Students serve up to a two-year term.

3.2.3 Ex officio members serve on an ongoing basis.

3.2.4 No member may serve more than two three-year terms, whether or not the terms are consecutive, however, a person selected to complete an unexpired term may not serve more than a maximum of eight years.

3.3 Selection of CIAC Members

3.3.1 The administration will determine and administer a process to solicit and review applications and recommend the appointment of members to serve on the CIAC.

3.3.2 The School Board approves new members to the CIAC.

3.3.3 The school district may establish site teams as subcommittees of the CIAC.

#### 4. Meetings

4.1 The CIAC holds at least four regular meetings each year, from August through May.

4.2 The meetings are publicized on the district website.

4.3 CIAC meetings are open to the public. The CIAC may, at its discretion, permit members of the public to address the CIAC.

4.4 The director of instruction and achievement ensures that minutes are taken at each meeting and maintains a copy in district records.

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#### References:

- Minnesota Statute 120B.11, School district process for reviewing curriculum, instruction, and student achievement goals; striving for comprehensive achievement and civic readiness
- MSBA/MASA Model Policy 603, Curriculum Development