

Lake County School District 7

Code: **IFCA**
Adopted: 11/14/05
Readopted: 11/14/11
Orig. Code(s): IFCA

Site Councils

It is the policy of the Board to establish 21st Century Schools Councils (ORS 329.704) at each of the school sites for the improvement of instruction, the identification of staff development needs and the development, coordination and implementation of Oregon's Educational Act for the 21st Century.

The district's site council will be governed in accordance with the following requirements:

1. Superintendent Direction: The superintendent is directed to encourage community involvement in shared decision making and to foster the collaborative efforts of district personnel, students, parents and community members through:
 - a. Site council at school sites; and
 - b. Special committees for specific projects or problems, when warranted.
2. School Council Charge: To the extent practicable, the duties of the school council shall be:
 - a. The development of plans to improve the professional growth of the school's staff;
 - b. To improve the school site's instructional program;
 - c. The development and coordination of plans for the implementation of programs under ORS Chapter 329 (Oregon Educational Act for the 21st Century);
 - d. The administration of grants-in-aid for the professional development of teachers and classified employees at the school site level; and
 - e. To advise the Board in the development of a plan for school safety and student discipline.
3. Self-Evaluations/District Improvement Plan: The councils shall assist the school district in conducting self-evaluations and in updating the district improvement plan on a biennial basis. Through a self-evaluation process, the school council shall involve the public in the setting of local school goals. In addition, they shall ensure that representatives from the demographic groups of their school population are invited to participate in the development of an improvement plan to achieve the identified goals.

As part of setting local school goals, school councils are encouraged to undertake a communications process that involves parents, students, teachers, school employees and community representatives to explain and discuss the local goals and their relationship to the programs of Chapter 329 of the Oregon Revised Statutes.

4. Council Composition: All school councils shall be composed of teachers, parents, classified employees, and the principal or his/her designee. The composition shall be as follows:
 - a. Not more than half of the members shall be teachers;
 - b. Not more than half of the members shall be parents of students attending the school;
 - c. At least one member shall be a classified employee;
 - d. One member shall be the principal of the building or the principal's designee.

Other members may be as the school district shall designate, including but not limited to school committees, business leaders, students and members of the community at large.

Once established, the council members' terms shall run for three years with the exception of the principal whose position is permanent. The principal will stagger the initial terms of teachers and parents in order to establish terms that will overlap.

5. Selection Process:
 - a. Licensed teachers shall be selected by licensed teachers at the building;
 - b. Classified employees shall be selected by classified employees at the building;
 - c. Parents shall be selected by parents of students attending the school; however, if that is not possible, parents shall be selected by the council;
 - d. Other representatives shall be selected by the council.

All employees in the school building are eligible for membership on the school council. An employee who works at two building sites is eligible to vote for council members at each site. If a parent should no longer qualify because he/she does not have a student in the school building, the position shall be declared vacant and will be filled by the council for the remainder of their term. If an election is held and in the case of a tie, the principal shall provide a method of breaking the tie which is acceptable to the candidates involved in the tie. Terms shall begin on September 1 and conclude on May 31.

6. Council Structure: Each council shall elect a chair. The chair shall jointly plan the meeting agendas with the principal. Agendas and minutes of meetings shall be provided to all school site employees and the superintendent on a timely basis;
7. Limitation of Authority: All positions and recommendations developed by the councils shall be consistent with effective schooling tenets, the district's goals, mission statement and philosophy. No council shall have the authority to override an action of administration rule/regulation, administrative decision or Board policy without the approval of the superintendent and the Board, respectively;

8. Public Meetings Law: School councils shall follow the notice, meeting and record keeping requirements of the Public Meetings Law.

END OF POLICY

Legal Reference(s):

[ORS 192.660 - 192.690](#)
[ORS 243.650](#)
[ORS 243.782](#)
[ORS 329.125](#)
[ORS 329.675 - 329.745](#)
[ORS 332.172](#)
[ORS 339.333](#)
[ORS 342.513](#)

[ORS 342.545](#)
[ORS 342.553](#)
[ORS 342.608](#)
[ORS 342.610](#)
[ORS 342.613](#)
[ORS 342.650](#)

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