



JENKINS ES PARENT ADVISORY COUNCIL

You are invited to join the Advisory Council at any time. The council meets in the library at 6:00 p.m. on the second Tuesday of the month. The advisory council meetings will be held six times each school year between September and June. Open chair community time will be the first 10-15 minutes of each meeting. This is a time for the community to participate in the meeting and to pose questions as needed. Meetings will be held separately from the PTO.

Advisory Council Meeting Dates

September 10, 2024

October 8, 2024

December 10, 2024

February 11, 2024

April 8, 2024

May 13, 2024

PURPOSE

The purpose of a school advisory council is to provide opportunities for members of the school community to participate in the decision-making process at the local school level. The council's primary function is to serve as an advisory body to the principal and school leadership team. Members fulfill both representative and advisory roles. While the council does not create a school policy, it plays a critical role in helping to shape the continuous improvement plan through feedback and recommendations from the community.

The functions of the council include the following:

- Assisting with the identification of school needs
- Reviewing, evaluating, and shaping the school's continuous improvement plan
- Facilitating communication between school staff and the school community

- Providing input for the proposed school budget.

MEMBERSHIP

In an effort to include all stakeholders and reflect the demographics of the school community, the advisory council will be made up of the principal, assistant principal, seven staff members, a minimum of 5 to a maximum of 7 parents and a PTO board representative. The seven staff members will represent each grade level as special education and/or specialists and classified.

TENURE

Members will serve on the Advisory Council for a minimum of two years and a maximum of five years. If a member wishes to resign, a letter will need to be submitted to the chair member. A council member whose child no longer attends Jenkins Elementary or who no longer serves on staff may be asked to resign at the discretion of the council. Unexpired terms that need to be filled when a vacancy occurs will be filled on a volunteer basis, but the member must apply the following year if they are interested in remaining a member of the council. The council will consider leaves of absence on an individual basis.

OFFICERS

The council officers shall be a chairperson, a vice-chairperson, and a secretary. The chairperson shall be a parent of a Jenkins Elementary School student. The vice-chairperson and secretary may be any member of the council. Officers shall be selected by election (majority vote) of the council members for a one-year term. Officers may serve more than one term. The chairperson shall be elected in June by the newly appointed council. The vice-chairperson and secretary shall be elected in September.