

COMMUNITY RELATIONS

Policy 802.1-R (previously 1002.1-R)

District Advisory Council

The mandate of the District Advisory Council will be to advise the Board of Education (Richmond) on all matters relating to the operation of the School District. In-camera items such as those having to do with the acquisition or sale of real property or with individual personnel will be dealt with as these items become public.

- a) The Board may request that the District Advisory Council consider and report on a particular matter.
- b) Any member of the Council may request that a topic be considered.

Membership will include a representative from each school/parents' advisory council plus a representative from up to twenty community organizations which, in the opinion of the Board, would make a worthy contribution. Interested organizations will be invited to apply to the Board stating their reasons for seeking membership on the Council, which will be for one year. Organizations will apply for membership on an annual basis. Trustees and the Superintendent or his designate will be ex officio and non-voting members.

- a) "Community" is here defined as the community of Richmond.
- b) Criteria for selecting suitable community organizations would include:
 - i. a significant contribution to the community of Richmond; and
 - ii. demonstrated support for education.
- c) The term of office for members of the Council will be from July 1 to June 30.
- d) An advertisement inviting applications for the District Advisory Council will be placed in the local newspapers by April 15 of each year.
- e) Applications for membership must be made in writing to the Secretary-Treasurer by May 15 of the preceding school year.
- f) Membership on the Council will be announced by the Board at or before the last Board meeting in June.

The chairman and vice-chairman will be elected from among those members present at the inaugural meeting.

Their term of office will be for one year with the provision for re-election to a maximum of two terms.

Other officers may be elected for one-year terms. These positions will be at the discretion of the membership of the Council.

The frequency of meetings of the Council or sub-committees of the Council will be decided by its members but there will be a minimum of three meetings each school year (September - June).

- a) A meeting of the Council may be called by:
 - i. the chairman;
 - ii. the chairman, at the request of any twenty members;
 - iii. a majority of the membership;
 - iv. the Board of Education (Richmond).
- b) The first meeting of each year will be set at the last meeting of the previous year's Council.

Issues to be considered by the Council will be decided by its members. It is understood, of course, that the Board of Education (Richmond) may request that the Council give advise on particular matters.

- a) Topics for inclusion on the agenda will be communicated in writing to the chairman at least two weeks prior to each meeting of the Council.
- b) The agenda will be made available to members one week prior to the meeting date.

Communications with the Board will be conducted in a manner acceptable to the Council. It should be a two-way system characterized by frank and open dialogue aimed at improving the public school system.

It is expected that the Council will communicate directly with the Board.

A review of the policy and guidelines relating to the District Advisory Council will be carried out by the Board on an annual basis. The Board will review the District Advisory Council policy and guidelines by May 1 of each school year.

A quorum shall consist of the chairman and/or vice chairman and twenty additional members.

Timeline

July 1	District Advisory Council year begins.
Sept. 30	First meeting of DAC held by this date.
Sept-June 30	At least 2 more meetings of DAC held.
April 15	Advertisement for applications for membership on next year's DAC in local newspapers by this date.
May 1	Board review of DAC policy held by this date.
May 15	Applications for membership on next year's DAC received by this date.
June 30	Applications for membership reviewed by the Board and membership announced at Board meeting.