



SCHOOL ADVISORY COUNCIL ORIENTATION

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PURPOSE, STRUCTURE AND ROLE OF SAC

- School Advisory Councils have been established in Florida public schools as the decision-making body for school improvement and accountability at the school level
- The SAC must be comprised of teachers, students, parents, educational support employees, the principal, and other citizens who are representative of the ethnic, racial, and economic community of the school



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THE SCHOOL ADVISORY COUNCIL...

- Is the parent voice for school improvement
- Assists in the preparation and evaluation of the School Improvement Plan
- Assists in preparing the school's annual budget
- Determines and prioritizes the needs of the school
- Develops strategies for improving the areas most important to the school
- Helps with recruitment and retention of other SAC members



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EACH SCHOOL ADVISORY COUNCIL...

- Must adopt bylaws
- Adheres to Florida's Sunshine Law
 - Meetings are open to the public
 - Reasonable notice of all meetings must be recorded and open to public inspection
 - Meetings should be in an accessible locations



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SAC MEETINGS

- Are held when all stakeholders can attend
- Require a three day written, advance notice when a matter is coming before the council that requires a vote
- Votes may only be taken if a quorum is present (a quorum is defined as a majority of the membership of the council)
- Members with two unexcused absences should be replaced
- Minutes must be written and are available to Michelle Muniz in the School Improvement Office



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BYLAWS

- To include information regarding:
 - Size
 - Nomination and election of members
 - Duties
 - Roles
 - Operational procedures
 - Absences/removal of a member
 - SAC Documentation
 - Announcement of meetings, agendas, sign in sheets, minutes



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THE SCHOOL IMPROVEMENT PLAN

- Is designed to achieve the state's and district's educational goals and student performance standards
- Must address budget, professional development, instructional materials, staffing, student support services
- Is a collaborative document and is completed in the CIMS Platform
- Is evaluated each year by peers and SAC



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EVALUATING THE SIP

- Legislation requirements
- Early Warning System data
- High priority needs
- Plan to address significant improvement in the performance of the school's students
- Budgetary needs?
- Was the plan effective?
- Are there unmet needs?



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HOW SCHOOL NEEDS ARE ASSESSED?

- Satisfaction and Engagement Survey
- Assessment data
- Attendance data
- Demographics
- Discipline information
- Instructional materials and programs
- Focus group results
- Suggestion box
- Recognition and awards
- Handbooks



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THANK YOU!

As a member of a School Advisory Council (SAC), you are a very important person. You and your fellow council members are entrusted with the improvement of your public school.



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