

**School Governance Council  
Parent/Teacher Information Sheet**

Purpose: School Governance Councils provide an unprecedented opportunity for stakeholders in Connecticut Schools to craft a productive collaboration to support student success. The intent of councils is to enable parents, school staff, students (high school only) and community leaders to work together in an advisory capacity to improve student achievement.

Timeline: Danbury High School, Stadley Rough and ACE will have a School Governance Council in place by November 1, 2011. Elections will take place in Spring 2011. Training will be in September-October.

Training: The statute requires local boards of education to provide appropriate training and instruction to members of the School Governance Councils to aid them in executing their duties. Danbury will use the ParentSEE (Parenting Supporting Education Excellence) as its training model.

Membership: School Governance Councils are intended to represent the diverse interests of the families and staff that make up the school community. To that end, every effort will be made to engage broad participation in the council election process.

The council consists of 14 voting members plus up to three non-voting members depending on the type of school involved. The following tables describe the members, the number of members and how members are selected.

**School Governance Council Membership and Selection Process Elementary School**

<i>Member</i>	<i>Number</i>	<i>Selection/Election Process</i>
Parents or guardians of students at the school.	7	Elected by the parents or guardians of students attending the school, each household with a student attending the school will have one vote.
Teachers at the school.	5	Elected by the teachers of the school.
Community leaders within the school district.	2	Elected by the parent or guardian members and teacher members of the council.
School principal or designee (non-voting)	1	Principal may participate directly or name a designee.

**Additional Members and Selection Process in High Schools**

<i>Member</i>	<i>Number</i>	<i>Selection/Election Process</i>
Student members, high school councils only (non-voting)	2	Elected by the school's student body.

Voting members have two-year terms, and no member can serve more than two terms on a council. The non-voting student members serve a one-year term, and no student member can serve more than two terms.

### Council Responsibilities:

School Governance Councils serve in an advisory capacity and shall assist the school administration in the areas listed below:

- Analyze school achievement data and school needs as they relate to the school's improvement plan;
- Review the fiscal objectives of the school's draft budget and advise the principal before the budget is submitted to the superintendent;
- Participate in the hiring process of the school principal or other administrators of the school by conducting interviews of candidates and reporting on such interviews to the superintendent of schools for the school district and the local and regional board of education;
- Assist the principal in making programmatic and operational changes to improve the school's achievement;
- Develop and approve a written school parent involvement policy that outlines the role of the parents and guardians; and
- Work with school administrators in developing and approving a school compact for parents, legal guardians, and students that outline the school's goals and academic focus identifying ways that parents and school personnel can build a partnership to improve student learning

In addition to its required responsibilities, a council may:

- Assist in developing and reviewing the schools improvement plan and advise the principal before the report is submitted to the superintendent of schools;
- Work with the principal to develop, conduct, and report the results of an annual survey of parents, guardians, and teachers on issues related to the school climate and conditions; and
- Provide advice to the principal on any other major policy matters affecting the school, except on matters relating to collective bargaining agreements between the teachers and the board of education.

In addition to School Governance Councils' responsibilities, it is also important to recognize the limits of their advisory function. The duties of School Governance Councils do not entail activities including, but not limited to:

- Managing the school;
- Supervising staff;
- Entering into contracts or purchase agreements;
- Discussing individual issues between teachers and students and/or parents;
- Determining student eligibility for school admission; or
- Determining class allocations or student assignments.