

PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS
Board of Education
Upper Marlboro, Maryland

1500
Policy No.

BOARD OF EDUCATION POLICY

COMMUNITY RELATIONS

PARENT AND COMMUNITY ADVISORY COUNCIL

I. POLICY STATEMENT

The Board of Education believes the success and quality of both the existing complement of school system programs, and those yet to be developed, depends in large measure on the extent to which they address the perceived educational values and needs of the communities to be served. The Board believes that it is critically important to consider voices of the community, parents/guardians, teachers, school-based staff, residents, community associations and other key community stakeholders who all have a shared interest and investment in the wellbeing of children.

Because of this desire to engage parents/guardians and the public at-large in a structured manner, the Board of Education establishes a 15-member Parent and Community Advisory Council ("PCAC"), the majority of whom shall be parents/guardians of students enrolled in the Prince George's County Public Schools and reflect the diversity of the school community. The Board and the Chief Executive Officer will consult regularly with the Advisory Council to ensure parental involvement in the development and implementation of the education policies and procedures in the school system and to increase community involvement and outreach in support of the system's schools.

II. PURPOSE

Pursuant to the Annotated Code of Maryland, Education Article § 4-112, the purpose of this policy is to establish a citizen advisory committee entitled the Parent and Community Advisory Council ("PCAC") to ensure that the Board and Chief Executive Officer are informed by a variety of opinions from citizens and staff when considering specific issues, policies, activities, and programs.

III. DEFINITIONS

- a. Parent and Community Advisory Council (PCAC) – A standing advisory committee established in accordance with the public-school laws of Maryland to advise and report to

the Board.

IV. STANDARDS

1. The Parent-Community Advisory Council reports directly to the Board and serves as a channel for public concerns, advice, and information to reach the Board. The PCAC will also receive from the community or the Board concerns, information, and inquiries about matters within the province of the Board and research issues as appropriate. The Board may establish additional advisory committees at its discretion.
2. The Board of Education shall appoint members recommended by the Chief Executive Officer as follows:
 - a) Nine (9) members shall be appointed representing the nine elected Board of Education districts and each appointment shall be made by the Board member representing the respective district. Each appointed member must be a parent/guardian of at least one student currently enrolled in the school system.
 - b) Four (4) members shall be appointed representing entities from the faith-based, non-profit, community/civic organization, labor unions, or business sectors within Prince George's County. These appointments will be made by a vote of the full Board.
 - c) Two (2) members shall be appointed representing school-level staff, faculty, and administration as a current PGCPs employee. These appointments shall be made by a vote of the full Board from a list submitted by the Chief Executive Officer.
3. The Board will designate a Board member to serve as liaison to the PCAC.
4. The CEO may serve as liaison to the PCAC or may designate a staff member to serve as liaison.
5. The PCAC shall establish, with the Board's review and approval, its own Bylaws to govern its operations. Any amendments to the PCAC Bylaws must be approved by the Board.
6. The PCAC shall elect their own Chair, Vice Chair, and Recording Secretary annually in accordance with their Bylaws.
7. Each member of the PCAC shall serve for a term of two years. A member may not serve for more than two consecutive terms. A member whose term has expired shall continue to serve until a successor is appointed.
8. The PCAC will meet at times and places convenient to its members and will provide public notice of the dates, times, and locations of their meetings pursuant to the requirements of the Open Meeting Act. The PCAC chairperson or designee will provide meeting minutes to the Board in a timely manner.
9. The PCAC may offer recommendations to the Board or any standing committee by taking a majority vote of all members and such recommendations shall be sent in a written report

to the Board. At the Board's discretion, a recommendation from the PCAC may be added to the Board agenda and presented during a Board meeting in both oral and written format.

10. The PCAC will serve in an advisory capacity only and will not conflict, in any way, with the responsibilities of the Board, nor will they in any way alter the relationships between the Board and external individuals or groups who may wish to meet with or present issues to the Board.
11. Except as specifically authorized by the Board, advisory committees will not:
 1. Raise funds
 2. Expend PGCPSS funds
 3. Obligate the Board for the payment of any funds.
12. The Board has the authority to alter these standards at any time by majority vote.

V. IMPLEMENTATION RESPONSIBILITIES

1. The CEO may appoint a staff liaison to the PCAC who will attend all meetings of the Council.
2. The Board and the CEO shall consult regularly with the PCAC at such times determined appropriate by the Board of Education.
3. The Board Office shall provide administrative support as needed for the PCAC.
4. The CEO may appoint at least one member of PCAC, along with a community member(s) that she deems most qualified, on each PGCPSS community focused task force or review committee.
5. The Board Office, with the cooperation of the liaison appointed by the CEO, shall:
 - a. Develop and implement the advisory committee application process, including announcements and application forms.
 - b. Prepare, for the Board in advance of appointment, briefing packets that contain lists of committee vacancies, persons who have applied or been recommended, current committee compositions, and copies of applications received.

VI. REFERENCES

A. Legal

Annotated Code of Maryland, Education Article §4-112

VII. HISTORY

Policy Adopted 3/12/87

Policy Amended 9/14/89

Policy Amended 1/6/05

Policy Reviewed – No Revisions Required 10/26/05

Policy Amended 4/29/10

Policy Amended 11/21/13

Policy Amended 07/28/21

Policy Amended 10/27/22