

SPECTRUM PARENT ADVISORY PANEL CHARGE
(DRAFT VERSION 2.1)
2005 - 2006 SCHOOL YEAR

The Spectrum Parent Advisory Panel exists to provide parental input on the Spectrum program to the Advanced Learning staff, and provide an organized forum for Spectrum parents to advocate for gifted children and the Spectrum program; it provides an informal means of communication between Advanced Learning and parents of Spectrum students, applicants and potential applicants to augment official channels (eg Seattle Public Schools web site, direct correspondence); and it may assist the Spectrum program with volunteer help. In general, the Panel will meet monthly during the school year for information sharing and discussion of current program issues. Meetings are open to the public, with the target audience being parents of current and prospective Spectrum students. Additional meetings among involved members may take place to work on specific tasks or issues.

Numbers: The Spectrum Parent Advisory Panel consists of Co Chairs (Manager of Advanced Learning and a parent), a Secretary, Building Representatives from each of the eight Spectrum middle and 11 Spectrum elementary schools, and at least two Teacher/Staff Representatives, for a total of 24. Building Representatives may have a Co-Representative or alternate if desired.

Selection Process: Except for the Manager of Advanced Learning and two Teacher/Staff Representatives, all Panel members will be parent volunteers who have at least one Spectrum-eligible child currently enrolled in Spectrum. The Manager of Advanced Learning will designate the Parent Co Chair and Panel Secretary from among volunteers for those positions. Teacher/Staff Representatives must be an incumbent principal of a Spectrum school, teacher of Spectrum classes, or member of the Advanced Learning Staff.

Responsibilities:

1. The Spectrum Parent Advisory Panel is responsible for providing Seattle Public Schools with a parental perspective on the program, to include its current operation and management, policies, curricula, proposed changes, future plans, and goals. It is understood that the Advanced Learning Office is responsible for all these functions, and that it and higher school system authority will make final decisions. However, these decisions will achieve optimum results only when supported by robust parent input that grounds them with the current, practical realities that parents and students face.
2. The Spectrum Parent Advisory Panel provides an additional means of communication between Advanced Learning, and parents of all Spectrum and potential Spectrum students. Building Representatives are encouraged to assist parents with questions on the Spectrum program; and seek and listen to parent

concerns about the program, address them when possible, and bring them to the attention of the rest of the Panel whenever appropriate. Building Representatives are expected to serve as relay points for information from the Advanced Learning office that's of interest to all Spectrum parents, not just Panel members, and are encouraged to collaborate with parents, teachers and principals to become familiar with the Spectrum program, its execution at their schools, and the different perspectives of those involved with it. Advanced Learning and the Co Chair will maintain e-mail lists of Panel members. Building Representatives are encouraged to do the same and to maintain similar lists of the interested parents at their schools, but Seattle Public Schools cannot release students' and families' personal information for that purpose. Building Representatives may use, for example, school newsletters, PTA forums and "kid mail," to seek contact from interested Spectrum parents to build such networks.

3. The Spectrum Parent Advisory Panel may also provide volunteer support to Advanced Learning on an ad hoc basis, assisting with clerical work, distributing information for applicants, assisting with specific projects, analyzing issues, etc.

Scope of Review: Panel concerns, inputs and work products will be reviewed by the Advanced Learning staff, and higher authority for issues being addressed at higher levels of the Seattle Public School District.

Timing of expected work product: Timing of work products will vary with the task. In general, meeting notices will be distributed by "kid mail," and through the Building Representatives network to parents of Spectrum and potential Spectrum students at least two weeks in advance; meeting notes will be distributed and posted to the website within two weeks of the meeting; and solicitations for comment on policy changes or other matters under discussion will provide at least two weeks for reply.

Term of the Panel: The Spectrum Parent Advisory Panel is an ongoing committee, though its membership may change from year to year and as individual members' needs necessitate.

Length of terms of the individual: Members of the Panel will serve for the school year, and may renew annually provided they have at least one Spectrum-eligible child currently enrolled in Spectrum. Building Representatives must have a child in Spectrum at that school.

Staff support required: The Panel will occasionally require clerical support, and information-technology support, primarily posting of meeting schedules and notes, and other documents to the Seattle Schools, Advanced Learning web site. (BOARD POLICY REQUIRES THAT A COST ESTIMATE BE PROVIDED. I'M FIGURING THE DISTRICT CAN DO THIS PIECE.)

Reporting relationship to the appointing authority: The Spectrum Parent Advisory Panel reports to the Manager of Advanced Learning and, as appropriate, the Director of Student Services.