

# School-Family Partnership Advisory Committee

## Description and Charge

### The School- Family Partnership Policy

In the fall of 2004, the Seattle School Board unanimously adopted a [policy](#) and [procedure](#) that underscores the critical importance of family engagement in student success. The Board and Superintendent place a top priority in creating and maintaining a District-wide climate that encourages parent and family engagement. The goal is to develop and sustain partnerships that support student learning and positive child and youth development in all schools. The documents incorporate a series of procedures that set out expectations for the way that schools, and the School District, will relate to parents and families.

Among other provisions, the policy establishes an ongoing “School-Family Partnership Advisory Committee” to advise the Superintendent in the implementation of the School-Family Partnership Policy.

### School-Family Partnership Advisory Committee charge

The responsibility of the School-Family Partnerships Advisory Committee is to advise the Superintendent on the implementation of the School-Family Partnership Policy. The committee will:

1. Update the District-wide School-Family Partnership Plan to provide support and technical assistance to schools in order to help them integrate and institutionalize family engagement practices. The plan pays particular attention to the engagement of families regardless of race, creed, color, religion, marital status, national origin, gender, sexual orientation, age or disability.
2. Ensure that the plan takes into account the School Board’s mission, vision, values, and goals, and aligns with the key goals of the District’s five-year plan. The plan includes:
  - a framework;
  - guidelines;
  - measurable outcomes; and
  - learning opportunities for all staff.
3. Assess the effectiveness of the plan each year and develop recommendations to the Superintendent on modifications and updates. The assessment will include measures of parent/family engagement, barriers to greater engagement, utilization of resources, and effect on student achievement.

## **Committee membership**

The committee will be composed of up to 30 parents/guardians/family members. Collectively, the committee will **represent the diverse population of Seattle Public Schools**.

### **Selection criteria**

The committee will be diverse in terms of:

- ethnicity
- language
- race
- gender
- sexual orientation
- socio-economic status
- type of family – single-parent, foster care/kinship
- geographic location – residence and/or school attendance
- student program – regular education, special education, advanced learning, bilingual, and alternative.
- school level – at least one representative from pre-school, elementary, middle, and high school levels

### **Committee member qualifications**

To make effective progress during the first year of the committee's work, members are asked to make a commitment to:

- attend each advisory committee meeting and the initial orientation training;
- work cooperatively with committee members;
- actively participate in the updating process of the School-Family Partnership Engagement Plan; and
- value and respect the cultural diversity of Seattle Public Schools.

### **Term of committee and length of term**

The Advisory Committee is a standing committee. The initial term of membership is from October 2007 to August 2008. In future years, it is expected that one-year terms (September through August) will apply. *Over time, the goal is to recruit family members who have historically not been involved in District-level committees.*

### **Staff support and reporting relationship**

The School Family Partnership Advisory Committee members are appointed by the Superintendent. The Director of School Services will be the Superintendents' representative for the committee. Staff support will be provided from the School Services Department.

- Training – Committee members will be offered training in leadership, team building, parent engagement best practices and other pertinent topics identified by the group so that those who have typically not been involved in District and school-level committees will acquire the skills to be effective team members and advocates.
- Support – Committee members will be provided support as necessary.
- Committee Leadership and Structure – The advisory committee will be led by co-chairs and will include working sub-committees.

**Process for soliciting nominations for and appointing committee members**

Nominations for the committee will be sought via public notices and program contacts. Calls for nominations will be disseminated via: Web site, e-mail contact lists (including key communicators), school newsletters, and bilingual staff. A slate of recommended candidates will be submitted to the Superintendent, who will be the final appointing authority.

A letter of appointment describing the scope of work, committee members' responsibilities and time commitment will be sent to prospective committee members by the Superintendent's office.

Nominations will be sought during September and the first two weeks of October 2007.