



Draft 1

<p>Draft 1</p>	<p>DRAFT</p> <p>Attendance</p> <ul style="list-style-type: none">• Members are expected to attend all scheduled meetings and to provide advance notice to the Chairperson when he/she will not be able to attend the meeting. Each member's attendance (attending, absent, excused) will be recorded in the meeting minutes.• Members are expected to conduct themselves according to Arlington Public Schools policies and procedures and attend all meetings..• Upon recommendation of the chair, a member may be removed by the School Board for failure to follow Arlington Public Schools policies and procedures and/or attend 50% of Council meetings in one fiscal year, in which case the School Board may appoint a new member. <p>Meeting Preparation</p> <ul style="list-style-type: none">• Members are expected to prepare thoroughly for each meeting by reading and responding to supporting documents (minutes, attendance, attachments, emails, etc.), as provided. <p>Collaboration & Communication</p> <ul style="list-style-type: none">• Committee members are expected to work in a collaborative fashion with each other, members of the School Division, and community representatives• Arlington Public Schools encourages the free flow of ideas and opinions within advisory committees. Members of the Council shall not represent their personal actions, views, statements, etc. as those of the committee.• Members shall respect the opinions of others and refrain from hostile actions, harassment, or any other activities that may restrict the free flow of ideas
<p>Comments/ Feedback</p> <p><i>(You may add "+1" to comments made by others)</i></p>	<p>Focus on district-wide approach; not just your school/neighborhood/program. The Board hears from plenty of people representing local interests. These committees serve best when they give the Board a broad focus, balancing interests across Arlington. (+1) +1</p> <p>Where it says "Members are expected to conduct themselves according to APS policies and procedures," can we link to the specific APS policies and procedures that set the standards for behavior?</p> <p>I hope we can discuss a higher attendance minimum than 50%. Current groups face several challenges due to members not showing up and not engaging regularly: (+1) (+1 especially for groups that may struggle to get</p>



	<p>a quorum to even start the meeting on time)</p> <ul style="list-style-type: none">• There's typically a lot of learning that needs to occur for these groups to be able to give high-quality recommendations to the Board. Members who don't attend regularly are missing that learning, which can degrade the quality of their input to the group.• The learning is both about specific topics and about the context of the district as whole. Members who attend regularly often develop a stronger understanding of the district-wide context, making for higher-quality input.• Many ACTL subcommittees are frequently challenged to obtain a quota at their meetings, which prevents them from taking votes and moving business forward.• When only a few members engage regularly, it means that a very small group of people have an outsized avenue to influence the Board. APS provides multiple ways for individuals and small groups to give input, such as through Engage, public comment, SB office hours, and so on. These advisory groups should represent a more broad perspective. <p>I'll note that the current wording is that a member <i>may</i> be removed. I think that wording is appropriate. It provides flexibility to not remove a member when something unusual prevents them in a given year from attending as much as they typically should, but they are someone who is actively continuing to engage (such as by reading meeting minutes, talking with the chair to catch up on what they missed, etc)</p> <p>It may be helpful to be reminded how members request to join a committee so we know if there needs to be any tweaks to the wording they agree to.[Currently, prospective members fill out an online Google form. When they fill it out, they have to affirm that they agree to abide by the relative policy and PIP. However, I think it would be worth discussing additional possibilities, such as, once appointed, having new members attend a training (or maybe view a video) on advisory committees and sign an attestation that again affirms their understanding of and agreement to abide by the policy. This as this as helpful – focusing mainly on the “training” and informative aspects.]</p> <p>Is “Attendance” the correct section for the bullet on “conduct”? Instead, maybe the final section should be Conduct, Collaboration & Communication</p>
DRAFT 2	<p>DRAFT</p> <p>Attendance</p> <ul style="list-style-type: none">• Members are expected to attend all scheduled meetings and to provide advance notice to the Chairperson when he/she will not be able to attend the meeting. Each member's attendance (attending, absent, excused) will be recorded in the meeting minutes.



	<ul style="list-style-type: none">• Upon recommendation of the chair of the Advisory Council or School Board, a member may be removed by the School Board for failure to follow Arlington Public Schools policies and procedures and/or missing 3 consecutive meetings or 40% of Council meetings in one fiscal year, in which case the School Board may appoint a new member.• For virtual participation, in accordance with APS Policy <p>Meeting Preparation</p> <ul style="list-style-type: none">• Members are expected to prepare thoroughly for each meeting by reading and responding to supporting documents (minutes, emails, background materials, etc.), as provided. <p>Conduct, Collaboration & Communication</p> <ul style="list-style-type: none">• In their capacity as appointed members of a School Board advisory group, members are representatives of Arlington Public Schools and should conduct themselves professionally and according to Arlington Public Schools policies and procedures. [link this to the policies and PIPs]-• Members are expected to work in a collaborative fashion with each other, members of the school division, and community representatives.• Members should consider the needs and interests of the school division during decision making processes.• Arlington Public Schools encourages the free flow of ideas and opinions within advisory committees.• Members shall treat others respectfully and refrain from hostile actions or words.• Members of the Council shall not represent their personal actions, views, statements, etc. as those of the committee.• Identify when speaking for themselves as a community member versus on behalf of the committee <p>Onboarding</p>
Comments/ Feedback	



Arlington
Public
Schools

School Board Advisory Committee Working Group

Meeting#6- April 22, 2025

Expectations & Responsibilities of Working Group Members

FINAL	
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