

# POLICY

No. 1021

Page 1 of 2

## SPECIAL EDUCATION ADVISORY COUNCIL

There may be established an Advisory Council in Special Education to advise the Administration on matters related to programs for children with handicapping conditions.

### Membership

The Advisory Council shall consist of up to 12 members who shall be appointed for individual terms of up to three years. Members shall be selected and appointed from a broad representation of community individuals who have a unique and special interest in problems of children with handicapping conditions. Members shall be selected from, but not limited to, parents, citizens, professionals and civic leaders.

The Board, acting on the recommendation of the District Superintendent, shall appoint members to the Council. Prospective Council members may be recommended to the District Superintendent by the Director of Special Education, Superintendents of districts served by the Albany-Schoharie-Schenectady-Saratoga Counties BOCES, and the Advisory Council.

The BOCES, acting on the recommendation of the District Superintendent, may extend the length of term for any member or may add members.

### Purposes

The primary purposes of the Council shall be: to stimulate local initiative to view schools more objectively; to improve public understanding of BOCES special education; to influence necessary change; to improve the quality of services; and to reflect the needs of the community.

**Adopted:** May 4, 1974  
**Ratified:** June 20, 1974  
**Amended:** September 21, 1987  
**Amended:** May 20, 1996  
**Amended:**

### Functions

The function of the Advisory Council shall be:

- to monitor and study significant issues and trends in special education;
- to prepare and forward reports and/or recommendations to the Director of Special Education;
- to react to proposals or issues presented for comment by the Director of Special Education, the District Superintendent, or the BOCES Board;
- to make suggestions regarding special events and/or programs that are consistent with its purposes and to assist in the organization and offering of such events and/or programs.

Examples of issues the Council might study include the following: school enrollment trends as they relate to population, relevancy of educational programs, current and long-range building needs, tuition costs, transportation, school-community relations, long range planning, occupational programming, instructional technology, special purpose surveys, brochures, and promotion of public support.

The Council shall make a formal report of its activities to the District Superintendent and the BOCES Board annually.

### Meeting

The Council shall meet three times each year. Additional meetings may be called by the Council's elected Chair(s) and the District Superintendent or his/her representative.

Council meetings shall be governed by Robert's Rules of Order. Each meeting shall be summarized in a minute, which shall be submitted to the Council for its approval before being sent to the District Superintendent and the BOCES Board.

Each Spring, the Council shall elect a Chair (or co-chairs) and one or more Recording Secretaries, who shall serve for the following school year.