

# POLICY

No. 1022

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## OCCUPATIONAL EDUCATION CITIZENS ADVISORY COUNCIL

There shall be established an Occupational Education Citizens Advisory Council in accordance with Section 4601 of the Education Law of New York State. Members shall be appointed for a term not to exceed three (3) years, and the membership of the council shall not exceed twenty (20). Members shall serve without compensation. The Superintendent, with approval of the Board, reserves the right to extend the length of term for whatever period is necessary to permit the council to complete its recommendations and work as outlined.

### I. The membership shall include, but not be limited to, persons:

- a. Familiar with the vocational needs and problems of management and labor in the region.
- b. Familiar with programs of Occupational Education at the secondary, post secondary and adult levels.
- c. Familiar with the manpower needs and requirements of the region to be served.
- d. Familiar with the Special Education needs of the physically and mentally handicapped.
- e. Representative of community interests, including persons familiar with the special needs of the population to be served.

### II. Purposes of the Advisory Council:

- a. To provide general advice, counsel, and recommendations regarding overall planning and programming to the professional staff of the Board responsible for Occupational Education.
- b. To provide a means for the professional staff to keep members of the community-at-large informed of developments, trends and plans for programs and services in Occupational Education.
- c. To obtain representative reaction from the council to plans and progress being made.

**Adopted:** May 16, 1983

**Ratified:** June 20, 1983

**Amended:**

- d. To provide assistance to the Director of Occupational Education and members of the administrative and teaching staff in solving operational problems when requested to do so.
- e. To make recommendations to the Administration after the study of problems referred to it by the Board.
- f. To promote public support for Occupational Education Programs.
- g. To provide information regarding opportunities for part and full-time employment for students having completed a substantial portion of the program and who are eligible for cooperative work experience.
- h. To make suggestions for developing courses of study, selecting supplies and equipment.
- i. To assist with long-range planning.
- j. To provide assistance in identifying and describing occupational training needs.
- k. To advise regarding use of data-gathering instruments within the community.
- l. To assist in the interpretation of data regarding instruments within the community.
- m. To assist in the formulation of objectives of area center programs.
- n. To provide information to the community regarding the total program and enlist support in seeking improvement.

#### PURPOSES OF THE COUNCIL:

The primary purposes of the Council are to:

1. stimulate local initiative to view our schools more objectively
2. improve public understanding of the BOCES
3. influence necessary change
4. improve the quality of services
5. reflect the needs of the community

#### THE FUNCTIONS OF THIS COUNCIL SHALL BE TO STUDY:

- school enrollment trends as they relate to population
- educational programs as to their relevancy
- current and long-range building needs
- tuition costs
- transportation
- school-community relations
- long range planning
- occupational programming in Special Education
- instructional technology
- special purpose surveys

- brochures
- promotion of public support

MEETINGS:

At least three meetings will be held each year, preferably during the months of October, January and May. Other meetings may be called at the discretion of the Director of Occupational Education.