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## D. SCHOOL BOARD ~~PROCLAMATIONS, RESOLUTIONS,~~ AND OTHER ACKNOWLEDGEMENTS

### Types of Acknowledgements

1. Letter from the School Board Chair on behalf of the School Board: Any School Board member may request a letter from the School Board Chair recognizing a particular individual or group for the types of activities, awards, recognition identified below. Such letter would be subject to agreement by the Chair and require three business days advance notice to School Board Members, the Superintendent, and the Clerk of the School Board which would provide time for any School Board Member to object. If there are any objections to the letter, then the request may either be withdrawn or referred to a School Board meeting for further consideration by the Board, similar to how resolutions are considered by the Board.
2. Certificate of Appreciation: Individual Board members may initiate and sign a certificate of appreciation for presentation to an individual, team, or group. Certificates will be prepared by School Board Executive Administrative Assistants.
3. School Board ~~Proclamations Resolution~~ (now ~~proclamation~~): A formal acknowledgement by the Board of an honor of achievement, requiring a motion and a vote. Proclamations are symbolic in nature.

~~To ensure consistency and better understanding by the public of the Board's actions, items previously called Resolutions or Recognitions will be retitled to be Proclamations, using the same terminology as the Board of Supervisors.~~

Proclamations will be sponsored presented for action by a Board Member, seconded by another Board Member, read by the sponsoring Board Member, and voted on. There will be no remarks by Board Members during this process. Board Members wishing to address the topic may do so during Board Matters. The sponsors of a proclamation shall have two (2) minutes to speak to the proclamation. All other School Board Members shall have one (1) minute.

### Proclamation Items That Will be on the Agenda Annually to Include:

1. Laura Ashley Piper Scholarship Award (~~I~~To be read by the magisterial member who represents the district in which the student resides and seconded by an at large member.)
2. School Board Scholarship Award (~~I~~To be read by the magisterial member who represents the district in which the student resides and seconded by an at large member.)
3. VSBA Business Award - June/July
4. Student Rep departure - June/July
5. Retiring/Resigning Leadership Staff Member
6. Annual Proclamations Honoring Topics Focused on School Operations:
  - a. National Red Ribbon Week - October
  - b. Inclusive Schools - December
  - c. Disability Acceptance - March

- d. Read Across America/Library Recognition - March
  - e. The Month of the Military Child - April
  - f. Children's Mental Health and Wellness Month – May
7. Annual Proclamations of National Heritages and Holidays:
- a. Hispanic Heritage - September
  - b. Indigenous People's Day/Native American Heritage - October
  - c. Veteran's Day - November
  - d. Black History Month - February
  - e. Women's History - March
  - f. Arab American Heritage - April
  - g. Holocaust Remembrance Day - April/May
  - h. AAPI Heritage - May
  - i. LGBTQ History Month - October
  - j. Juneteenth - June
  - k. Immigrant Heritage Month – June
  - l. Caribbean Heritage Month – June
  - m. Muslim Heritage Month – May
  - n. Jewish Heritage Month - May
8. Annual Proclamations Honoring Staff and Volunteers:
- a. Principals, Administrators, and Administrative Assistants - October
  - b. Athletics and Activities - October
  - c. Counselor, Social Workers, Nurses, and Psychologists - November
  - d. National Volunteer and Mentor Week - January
  - e. Custodians and Food and Nutrition - February
  - f. Bus Drivers, Bus Attendants, and Crossing Guards - February
  - g. Career and Tech, Disability Employment, and Adult Continuing Ed -- February
  - h. Music, Theatre, and Arts - March
  - ~~i. National Board-Certified Teachers – April~~
  - ~~j. Teachers/Paraprofessionals/After-school Professionals/Related Service Providers~~
  - ~~-~~
  - May
  - ~~k. Outstanding FCPS Employees - July~~

Items on the agenda annually do not count towards the number of proclamations an individual Board Member may bring annually. Those annually occurring proclamations ~~(previously called recognitions)~~ will be assigned to School Board Members alphabetically, by last name, on an annual basis. If a Board Member chooses not to move the proclamation, then the proclamation will move on to the next Board Member. For seconding, we will use a reverse alphabetical list.

Up to two additional proclamations may be put forth by individual Board Members annually, (with the majority of the Board's support) in recognition of a current event; a milestone school anniversary (to include 25<sup>th</sup>, 50<sup>th</sup>, 75<sup>th</sup>, 100<sup>th</sup>, etc.); outstanding student teams; ensembles; and publications (in accordance with the Guidelines of School Board **Proclamations Recognizing Recognition of** Outstanding Student Teams, Ensembles, and Publications.) Annually is defined as the first Regular Meeting after the Board's summer recess to the last Regular Meeting before the Board's next summer recess.

These proclamations do not automatically repeat each year. Individual Board Members are

encouraged to work with each other to identify and present proclamations ~~recognitions~~

when the recipient is represented by more than one magisterial member. Proclamations will be written by the Clerk with input from the School Board Member bringing the action forward.

In order for a proclamation, including those that occur annually, to be considered at a meeting, all work must be completed at least 2 business days before the meeting, including securing majority support from the Board. Board Members may choose to present a proclamation approved by the Board at a community event at the school in which the honoree attends, is employed, or is honoring a milestone.

Other than those resolutions considered annually by the Board, resolutions must be initiated by notifying the Chair and the Clerk of the Board at least one week in advance of the School Board meeting at which it is to be considered and include a draft of the language for the resolution. The Chair may choose to include or exclude it from the agenda, subject to ultimate approval by the School Board.

If included, the resolution would be listed as normally done on the agenda or included on the consent agenda at the Chair's discretion.

Recipients could be presented with the resolution during a School Board meeting at Luther Jackson Middle School or Board Members could deliver the resolution personally to the recipients at their school, community center, or other meeting location.

### **Guidelines for School Board Proclamations Recognizing Recognition of Outstanding Student Teams, Ensembles, and Publications**

Purpose - To establish a process and guidelines for **proclamations** recognizing students who place first in state, national, and international competitions.

Guidelines - In an effort to acknowledge students for distinguished accomplishments in state, national, international, and VHSL sponsored contests, the Fairfax County School Board will recognize teams, ensembles, and student publications that earn first place honors in group competitions. Under unique circumstances, the School Board may recognize individual students.

Criteria - Students will be eligible for School Board recognition if they place first in the following contests:

1. VHSL competitions for teams, ensembles, and student publications.
2. State competitions for FCPS recognized clubs.
3. National competitions for FCPS recognized clubs.
4. International competitions for FCPS recognized clubs.

#### Recognition During Meetings:

1. The School Board will recognize students periodically throughout the school year.
2. School Board meetings may begin early, depending on the number of students being recognized.
3. If, due to the number of honorees, the School Board is unable to recognize students during a regular meeting, an additional meeting will be scheduled for that purpose.

#### Application for Consideration