

<b>POLICY</b>	<b>BOARD OF EDUCATION OF FREDERICK COUNTY, MARYLAND</b>
<b>ORGANIZATION OF THE BOARD</b>	<b>POLICY 101</b>
<p><b>101.1 Title</b></p> <p><b>101.2 Officers</b></p> <p><b>101.3 Advisory Committees</b></p> <p style="padding-left: 20px;"><b>A. Calendar Committee</b></p> <p style="padding-left: 20px;"><b>B. Citizens Advisory Council</b></p> <p style="padding-left: 20px;"><b>C. Curriculum and Instruction Committee</b></p> <p style="padding-left: 20px;"><b>D. Ethics Panel</b></p> <p style="padding-left: 20px;"><b>E. Family Life Advisory Committee</b></p> <p style="padding-left: 20px;"><b>F. Frederick County Career and Technology Advisory Council</b></p> <p style="padding-left: 20px;"><b>G. Frederick County Public Schools Gifts for Education Committee</b></p> <p style="padding-left: 20px;"><b>H. Policy Committee</b></p> <p style="padding-left: 20px;"><b>I. Special Education Citizens Advisory Committee</b></p> <p><b>101.4 Board Member Assignments – Advisory Committees</b></p> <p><b>101.5 Liaisons</b></p> <p><b>101.6 Legislation</b></p> <p><b>101.7 Student Member</b></p>	

**Purpose** – To provide the legal identity of the Board, outline the process for appointment of officers, the role and responsibility of advisory committees, and student member selection and responsibilities.

**101.1 Title**

This body is to be known by the name of *Board of Education of Frederick County*.

**101.2 Officers**

At its first meeting after the first Tuesday each December, the Board shall elect its officers from among its members. As secretary to the Board, the Superintendent shall act as presiding officer during the elections.

**101.3 Advisory Committees <sup>1</sup>**

The Board believes that public schools are strengthened when communities are actively engaged in the education process. In support of this belief, the Board is committed to providing advisory committees which allow interested community members to serve and to provide input to the Board in the following areas:

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<sup>1</sup> For additional details about each committee, or to determine if vacancies currently exist, click on the title which is linked to the Board’s page for committees.

- A. Calendar Committee – Makes recommendations of a school calendar to the Board with the goals of maximizing consistent instructional time for students, opportunities for professional growth for teachers and increasing student achievement.
- B. Citizens Advisory Council (CAC) – Reports directly to the Board and serves as a channel for public concerns, advice and information as identified by the Board. May also respond to specific requests for research, at the direction of the majority of the Board, and make recommendations on specific topics impacting educational decisions and programs in Frederick County. Exists as a subsidiary of the Board and as such may not act independently of the Board or inconsistently with policy or direction provided by the Board.
- C. Curriculum and Instruction Committee – Reviews new curriculum, instructional programs, state or federal legislation which affects curriculum, instruction, or school administration, and provides recommendations as appropriate to the Board.
- D. Ethics Panel – Provides advisory opinions, investigates complaints alleging an ethics violation by the Superintendent or a Board member and reports its findings and recommendations for action to the Board, and reviews annual disclosure statements.
- E. Family Life Advisory Committee (FLAC) – Reviews instructional material to be submitted to the Superintendent for consideration when recommending instructional material to be approved by the Board, taking into consideration the sensitive nature of comprehensive family life and HIV prevention education in schools.
- F. Frederick County Career and Technology Advisory Council – Serves as the overall career and technology education advisory body for FCPS and Frederick Community College; purpose is to advise, support and foster closer cooperation and better understanding of career and technology education in industry, community, home and school.
- G. Frederick County Public Schools Gifts for Education Committee – Advises the Board on matters pertaining to funds generated through the Endowment Fund., the Donor Restricted Projects Fund, and the Current Initiatives Fund for the exclusive purpose of meeting educational goals within FCPS to enrich students' learning experiences and ensure the highest quality education.
- H. Policy Committee – Develops and revises policies to govern the operation of the school system in accordance with expectations outlined in Policy 114 on a consistent cycle, with the goal of every three years cycle. The committee will review each policy with regard to:
  - 1. Relevance and effectiveness.
  - 2. As needed to align and comply with updates or changes in state, federal, local laws or regulations.
- I. Special Education Citizens Advisory Committee (SECAC) - Advises the Special Education Department and the Board regarding the needs of students with disabilities within FCPS.

The Board may establish ad hoc committees as needed to address a specific issue or concern.

**101.4 Board Member Assignments – Advisory Committees**

The Board president shall annually designate Board members to serve on advisory committees.

**101.5 Liaisons**

The Board president may assign Board members to serve in liaison positions with outside agencies in response to requests. The liaison represents the Board and shall provide a regular update to the full Board as appropriate.

**101.6 Legislation**

The Board president will appoint up to two Board members to serve on behalf of the Board as legislative representatives to follow educational related bills and to provide regular reports throughout the school year.

**101.7 Student Member**

The Frederick County Association of Student Councils (FCASC) shall select a student member for each school year. The student may sit with the Board during all regularly scheduled public meetings. The student member shall have no official vote, but may speak on topics as they are discussed. The minutes shall reflect the student’s opinion.

<b>Legal Reference</b>	§3-104 Education Article, <i>MD Annotated Code</i>		
	§3-5B-01 Education Article, <i>MD Annotated Code</i>		
	§3-5B-02 Education Article, <i>MD Annotated Code</i>		
	§4-107 Education Article, <i>MD Annotated Code</i>		
	§4-108 Education Article, <i>MD Annotated Code</i>		
	§4-112 Education Article, <i>MD Annotated Code</i>		
	§7-415 Education Article, <i>MD Annotated Code</i>		
	COMAR 13A.04.18.01.F		
	COMAR 13A.05.02.13.I		
	COMAR 13A.05.05.13		
	COMAR 19A.05.02		
<b>Policy History</b>	Reviewed: 2016, 2017	Adopted: 6/11/03	Revised: 8/9/17