

District Parent Advisory Council Charter



- I. **MPS Vision** - Every child college and career ready
- II. **MPS – Our Promise** - Minneapolis Public Schools promises an inspirational education experience in a safe, welcoming environment for all diverse learners to acquire the tools and skills necessary to confidently engage in the global community.
- III. **DPAC Purpose/Mission** Provide ongoing parent voice, advice and insights to support the MPS Superintendent; influencing district policies, practices, procedures and programs at the district level to accomplish the goals of the Strategic Plan: Acceleration 2020
- IV. **Guiding Principles & Values**
To realize our mission and vision, we support the following values:

Right to a quality education
Importance of family
Equity

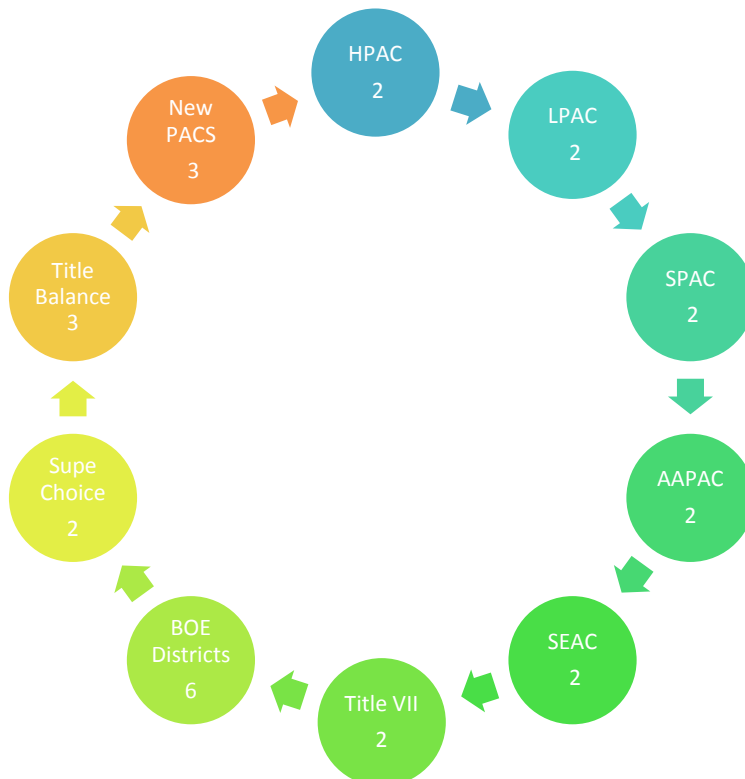
Diversity
Respect for employees
Partnership for youth

Transparency
Accountability
Sustainability

Groups Represented on DPAC

Hmong Parent Advisory Council
Latino Parent Advisory Council
Somali Parent Advisory Council
African American Parent Advisory Council
Special Education Advisory Council

Title VII Advisory Council
Board of Education Districts
Superintendent Choice
Title I and Non-Title I Schools Balance
New Parent Advisory Councils



V. Membership Requirements

- a. DPAC will include both new and experienced members
- b. Members will be a parent or family member of a current student in MPS
- c. Commitment by members to participate actively in DPAC meetings for School Year '15-'16
- d. Participate actively in the PAC they represent
- e. Live in or have students who attend school in the area represented

VI. Terms and Term Limits

- a. Maximum (1) 3 year term, may be re-elected after 1 year absence
- b. Represented groups will decide on method of DPAC membership (appointed, elected or application)
- c. May have 2 absences during School Year '15-'16
- d. Resignation notice (for any reason) given in verbal or written form
- e. Replacement method will be determined by group represented

VII. Governance

- a. The Superintendent or designee will open the meeting to do welcome, introductions and meeting agenda.
- b. The OSFCE staff facilitator will review the norms and lead the discussion.
- c. The recorder will be a staff member from OSFCE who will take notes and prepare them for posting. The recorder will be responsible for action items and the follow up to prepare for the next meeting. (Rotate responsibility)
- d. One of the members will listen for takeaways and offer them at the end of the meeting and will get consensus on what they are from all participants.

VIII. Goal Setting and Achievement

- a. Goal setting by DPAC representatives will take place in break-out sessions during the orientation meeting.
- b. Understanding of EDIA (Equity and Diversity Impact Assessment), OCR (Office of Civil Rights), Board Policy Review and Revision.
- c. Statement of goals will be posted on DPAC website.
- d. Quarterly report of achievement of goals will be posted with the activities used to achieve them

IX. Meeting Structure/Guidelines

- a. DPAC will conduct business as an **Open Meeting**, NOT a *Public Meeting*. As an open meeting, the public is welcome to attend and observe, but this forum will not be open for public discussion and/or comments.
- b. DPAC will meet on the 4th Monday of the month including September, October, November, January, February, March, April and May from 6-8 p.m. at the Davis Center, 1250 West Broadway.
- c. Meeting agendas will reflect follow up to action items from previous meeting.
- d. District staff will be responsible for setting and distributing meeting agendas to DPAC a week prior to the next meeting.
- e. An evaluation will be completed by members after each meeting with results included in posted minutes.
- f. OSFCE staff will publish meeting agenda a week before and minutes within a week after each meeting to the DPAC website on The Office of Student, Family & Community Engagement's website.

X. The Role of Representatives

- a. Act as an advisory council to the Superintendent on District policies and practices.
- b. The range of perspectives of the group members is adequate to address the purpose of the group and the District.
- c. Participate in PAC meeting of group represented
- d. Agree to fully participate in the meeting agenda as written, request additional items be added to following month agenda, parking lot or call for special session as needed.
- e. Agree to reach out to OSFCE staff for clarification if uncertain about information heard or seen.

XI. The Role of The District

- a. Provide necessary materials to DPAC members to meet its advisory function.
- b. Orientation and continuing education/ retreat
 - i. Acceleration 2020
 - ii. Office of Civil Rights
 - iii. Equity and Diversity Impact Assessment
 - iv. Policy development and revision - steps in review and recommendation
 - v. Budget 101
- c. Provide binder with information and capacity to add agenda, notes from each meeting and printed handouts.
- d. Provide email address for public questions and comments dpac@mpls.k12.mn.us
- e. Maintain a webpage on the MPS website.
- f. Enhance and encourage opportunities for leadership development of DPAC members.
- g. Provide necessary training to DPAC members as appropriate to include, meeting guidelines, email etiquette, etc.
- h. District will distribute and share pertinent updates, reports, documentation, materials in language specific to DPAC members on a regular basis.
- i. Provide for child care, food, transportation, translation and interpretation services as needed.