



Office of Student, Family & Community Engagement

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Parent Advisory Councils (PACs) 2015-16 are a place for families to come together around shared interests and passions focused on student success.

- PACs use their voice to create and influence district policies, practices and programs.
- PACs are a friendly place to learn about district issues, have conversations with other families and community members.
- PACs are growing to include geography and LGBTQ interest groups this year

Purpose: PACs are designed to create equity by providing access to families where it works best for them, by valuing, supporting, and allowing time for families to share their knowledge.

Restructuring: This fall our office has been working to restructure existing PACs and provide a foundation for forming new PACs. All of our work is done to support the goals of the MPS Strategic Plan: Acceleration 2020.

- Not all parent and community voices are included in the conversation about increasing academic achievement for all students in MPS.
- Parents are innovators and we are committed to supporting parent led conversations in a meeting style format.

Guidelines: Minimum Standards and Requirements for PACS

- a. Participation is open to all parents/guardians/community members
- b. Regularly scheduled meetings with publicly distributed invitation (minimum of 4 meetings)
- c. Align with MPS Vision “Every child college and career ready”
- d. PAC Mission Statement that includes community building that supports Acceleration 2020
- e. Establish an organizational Charter
- f. District staff member (s) present
- g. Set norms for meetings, publish agenda, post snapshot notes
- h. Set evaluation structure (how we share the story of the PAC)
- i. Method for selecting reps for DPAC

Forming a new PAC:

Group Responsibilities	MPS Commitment of Support
Identify a common purpose that supports Acceleration 2020 to support Family & Community Partnerships	Staff time and support
Draft a Charter (template provided)	Interpreter and Translation Services
Establish a minimum number of members.	Childcare & Food
Make a commitment to abide by PAC standards and requirements	District will distribute and share pertinent updates, reports, documentation, materials in language specific to PAC members on a regular basis.
Agree to yearly renewal with a review with assigned OSFCE staff.	Format and printing for charter, agenda, sign-in, minutes and group norms
Submit an application (template provided)	Webpage development and support (each PAC will have a website) to tell the story of the PAC, place for pictures, feedback, meeting notices and meeting minutes

Toolkit for Starting a New PAC:

- Purpose statement
- Standards and requirements
- Application
- Charter template
- Agenda template
- Snapshot meeting minutes template
- Sign in sheet
- Meeting Norms guidelines
- Evaluation of meeting common purpose (evaluation template)

General Information:

- New PACs will be formed using Board of Education (BOE) Districts as the boundaries. There will be 4 groups, (1) North, (2) Northeast, (3) South & Southeast and (4) South and Southwest.
- There will be a new PAC formed from the LGBTQ Community under the guidance of Jason Bucklin.
- Title I PAC will be formed in collaboration with the District Family Involvement Plan.
- Once your group submits an application with the supporting documents, a staff member from OSFCE will be assigned to support your work. There can be up to 4 new PACs formed.