



Special Education Advisory Committee

Draft Policy 2310

COMMITTEES OF THE SCHOOL BOARD

Recommendations Summary

October 12, 2022

Prepared For:
SEAC Membership
Special Education Community
Loudoun County School Board

Overview: Draft Policy 2310

COMMITTEES OF THE SCHOOL BOARD

Draft Policy 2310 addresses Loudoun County School Board committees to facilitate its supervision of the school division. School Board committees may either be standing or (permanent) committees, select (ad hoc) committees, or advisory committees.

SEAC has reviewed the draft policy and determined that it does not reflect the needs of persons with disabilities.

Summary of Concerns and Recommendations

Concern 1: SEAC is concerned that the proposed language in the policy serves to exclude members of the community with unique and important perspectives or expertise from serving on advisory committees. It further limits each individual advisory committee from being able to effectively fulfill their mission and comply with their bylaws/charters. Advisory committees have bylaws approved by their membership and LCPS legal team.

Wording in this draft policy is not inclusive, does not align with the goals of the One LCPS 2027 Strategic Plan, and are not consistent with other policies.

Recommendation 1: Lines 140-141 Delete “of citizens of LCPS”

140 D. Advisory Committees. The School Board may appoint advisory committees of
141 ~~citizens of LCPS~~ for consultation with reference to specific matters pertaining to LCPS
142 ~~schools~~.

Recommendation 2: Line 145 ADD “or as specified in the committee charter or bylaws.”

145 and career and technical education. These committees serve without compensation for
144 ~~one-year terms~~ or as specified in the committee charter or bylaws.

Recommendation 3: Line 147 after “or LCPS employees” ADD “and/or members of the public with committee composition in compliance with VA Regulations.”

147 students, Loudoun County residents, ~~including students, or LCPS employees,~~ and/or

members of the public with committee composition in compliance with the VA Regulations. The

Recommendation 4: Line 150 add after committee charter “or bylaws.”

149 expert to an advisory committee, outside of the membership requirements, or as
150 specified in the committee charter or bylaws.

SEAC Membership Vote

SEAC Membership Vote on Recommendations

Quorum: 14 of 16 SEAC Members present – Quorum Established

Motion: Lorraine Hightower made a motion to vote on the proposed recommendations as a slate. Rozeena Khattak, seconded the motion.

Vote Summary: Unanimous

COMMITTEES OF THE SCHOOL BOARD

The Loudoun County School Board maintains committees in order to facilitate its supervision of the school division. School Board committees may either be standing or (permanent) committees ~~or~~ select (ad hoc) committees, ~~or advisory committees.~~

A. Committees

1. Each committee ~~of the School Board~~ shall have no fewer than three ~~School Board~~ members. Membership and Chairship of all committees shall be determined by the Chair of the School Board, unless specified otherwise in policy or by vote of the Board at the time of their creation. Appropriate staffing for the committee will be provided by the Superintendent, in consultation with committee chairs.

2. The meeting ~~schedules time~~ for all committees will be set by ~~the~~ ~~respective~~ committee chairs with consideration given to maximizing committee member attendance and the availability of appropriate staff to enhance committee productivity.

3. ~~Unless specified otherwise by vote of the committee or under direction by the full Board, c~~Committee agendas will be established by committee chairs with input provided by committee members, staff and the Chair of the School Board, ~~unless specified otherwise by vote of the committee or under direction by the full Board.~~

4. A quorum for each meeting of any committee shall be a majority of the committee ~~School Board~~ members.

5. Committee chairs of standing committees shall report their respective committees' activities to the full Board, typically during a regular meeting of the School Board and on a monthly basis. Committee chairs of select committees should report on activities as appropriate. Committee minutes and associated documentation will be made readily accessible electronically to the public. ~~Minutes shall be posted within seven (7) working days of approval.~~

B. Standing Committees. ~~There shall be the~~ following ~~standing~~ committees ~~shall serve as standing committees~~ of the Board with responsibilities as described below:

1. Specialized Programs and Centers Committee. This Committee is responsible for representing the Board in its ongoing relationship with approved charter schools, resolving issues that may arise in the effective delivery of charter school services within the school division, and recommending modifications to any contracts or agreements with charter schools that are deemed to be needed. This Committee ~~or the members of it~~ will also serve as the select committee charged with executing duties outlined in Policy and Regulation 5410 related to applications for new charter schools. ~~This Committee will also address o~~Other matters related to instructional programs and centers such as Gifted Education, the Academies of Loudoun, the North Star School, and alternative school programming ~~will be addressed by this Committee.~~

COMMITTEES OF THE SCHOOL BOARD

2. Communications and Outreach Committee. This Committee explores, reviews, and makes recommendations regarding initiatives related to ~~LCPS's School Division~~ communications with the community. It recommends guidance, and policy changes ~~pertaining to LCPS's when necessary, of the School Divisions'~~ official communications ~~channels, to include involving~~ LCPS emails, ~~its~~ website, etc. ~~as needed~~. This Committee creates and continually reviews ~~a set of~~ best practices for ~~the School Division in regard to~~ LCPS communications ~~and~~, outreach ~~and for~~ public engagement.

3. Curriculum & Instruction Committee. This Committee provides oversight, policy and programming recommendations in curriculum and instruction related matters, including initiating, evaluating and supporting instructional programs, assessing student achievement, recommending revisions to instructional goals and objectives, and facilitating discussion and assessment of instruction, ~~and~~ curriculum trends and ~~other related~~ needs within ~~LCPS the school division~~.

4. Discipline Committee. This Committee develops recommendations for policy relating to student disciplinary issues and considers appeals of student disciplinary decisions and recommendations of the Superintendent, as provided for by Policy 8230 and Policy 8220. In the event that a member of the Discipline Committee is unable to serve at a particular discipline hearing, the Chair of the Discipline Committee will recruit an alternate School Board member to serve at the hearing so that a minimum of three members can consider the appeal. In the event that the Chair ~~person~~ of the Discipline Committee is unable to participate in a particular discipline hearing, the School Board Chair shall appoint an Acting Chair ~~person~~ for the discipline hearing preferably from among the standing members of the Committee.

5. Finance & Operations Committee. This Committee provides oversight, policy and operational recommendations in the areas of finance and facilities within ~~LCPS the school division~~, including the review of sealed bids and proposed contracts in excess of \$250,000 prior to being proposed to the School Board for appropriate action. This ~~C~~committee also provides oversight and policy recommendations for child nutrition, transportation, ~~and~~ safety & security and ~~the reviews~~ of LCPS walk zones in accordance with Policy 6210.

6. Joint Committee with the Board of Supervisors. This Committee represents and communicates the views and policies of the School Board to the Board of Supervisors on matters of mutual interest and importance. The Committee is co-chaired by the Chair of the Loudoun County School Board and a member of the Board of Supervisors. Any formal actions taken by the Joint Committee must be first recommended to and approved by both the School Board and Board of Supervisors. The Joint Committee has adopted the following Mission Statement and Goals:

COMMITTEES OF THE SCHOOL BOARD

a. Mission Statement. This Committee will foster communication between the Board of Supervisors and the School Board for the betterment of Loudoun County as a whole through informative and cooperative joint meetings.

b. Goals

- (i) To provide transparency and promote mutual understanding between the Board of Supervisors and the School Board governing groups;
- (ii) To promote a joint culture of learning and continuous improvement for both our County and our Schools;
- (iii) To provide at the joint meetings, the opportunity for community participation; and
- (iv) To conscientiously promote EQUITY for all.

7. Legislative & Policy Committee. This Committee initiates, recommends modifications to and monitors the School Board's legislative program. It also facilitates communication between the School Board and elected officials and the Virginia School Board Association to advance that legislative agenda. ~~As determined by the Chair of the School Board, the~~ Legislative & Policy Committee is also responsible for developing and reviewing recommendations for Board policy related to all legislative and policy matters not within the primary jurisdiction of any other committee, ~~as determined by the Chair of the School Board.~~

8. Human Resources and Talent Development (HRTD) Committee. This Committee provides oversight and policy recommendations in personnel--related matters, including condition of employment, ~~employee~~ recruitment and retention ~~of employees~~, evaluation standards, employee compensation, and retirement.

9. ~~Pupil~~Student Services Committee. This Committee provides oversight and policy recommendations in the areas of special education, diagnostic and prevention services, student services, such as school counseling, student health, student assistance, and social work services, in addition to student assignment (Policy 8155).

10. Technology ~~Steering~~ Committee. The Technology ~~Steering~~ Committee is responsible for developing and reviewing recommendations related to technology matters in order to maximize organizational efficiency and student learning.

COMMITTEES OF THE SCHOOL BOARD

C. Select Committees. Select ~~c~~Committees may be appointed by the School Board Chair or created by School Board action. These committees shall be appointed or formed for a specific purpose and include membership from within the School Board, LCPS employees, and/or members of the public. Such ~~c~~Committees shall be discharged when that purpose is fulfilled, unless School Board action authorizes the earlier discontinuance or the temporary continuance of such committees ~~or earlier if by a majority vote of the School Board.~~

D. Advisory Committees. The School Board may appoint advisory committees of citizens of LCPS for consultation with reference to specific matters pertaining to LCPS schools. In addition, pursuant to Virginia Board of Education regulations, the School Board establishes advisory committees for the following programs: special education and career and technical education. These committees serve without compensation for one-year terms. Members of advisory committees are approved by the School Board. All members of advisory committees must be parents/guardians of LCPS students, Loudoun County residents, including students, or LCPS employees. The School Board, at their discretion, may approve membership of a specific subject-matter expert to an advisory committee, outside of the membership requirements, or as specified in the committee charter. Any currently-serving member of an advisory committee that does not satisfy the requirements of this section on the date it was adopted may complete the remainder of their term on the advisory committee, but shall not be eligible for future terms on the advisory committee unless they satisfy the eligibility requirements of this section at the time of their subsequent appointment.

E. Creation, Amendment and Dissolution of Committees. The School Board may create, dissolve or amend the scope of any committee, not otherwise required by law, by a majority vote.

[Former Policy 2-16]

Adopted: 8/11/70

Revised: 8/11/92, 6/22/93, 3/26/96, 1/22/01, 3/28/06, 9/22/09, 9/28/10, 1/25/11, 9/11/12, 10/09/12, 8/12/14, 9/22/15, 3/29/16, 6/7/16, 1/4/21

Current Revision: ~~4/4/21~~ _____

Legal Refs: [20 U.S.C. §§ 5964\(a\)\(6\)](#), [6318\(e\)\(12\)](#), [7115\(a\)\(1\)\(E\)](#), Code of Virginia, 1950, as amended, §§ [22.1-86](#), [22.1-275.1](#), [8 VAC 20-40-60](#), [8 VAC 20-81-230.D](#), and [8 VAC 20-120-50](#)

Cross Refs: Policy [8155](#), Policy [8230](#), Policy [8220](#), Policy [6210](#), Policy [5410](#), and Regulation [5410](#)