

Arlington Public Schools  
**Advisory Council for Education (ACE) Committee**  
October 2, 2025 Revised

**Charter/Purpose**

This is a standing committee commissioned by the Arlington School Board. The purpose of this committee is to provide systemic representative public involvement in educational decisions under consideration by the Board of Directors. This committee will meet monthly throughout the school year and more often if needed. If requested by the Board of Directors, a year-end report to summarize the activities of the committee work will be provided.

**Membership**

Fourteen (14) community member/parents (each Board member appoints one and each school appoints one)

At least one (1) certificated staff member/s (approved by AEA)

At least one (1) classified staff members (approved by PSE and/or AOPA)

One (1) secondary-level principal (approved by the Superintendent)

One (1) elementary-level principal (approved by the Superintendent)

At least one (1) higher education/vocational education representative; or business/city representative; or community member (approved by the Superintendent)

At least one (1) high school senior student\*; and

At least one (1) high school junior student\*

*\*Students will be selected through the same application/interview process used to select Student Advisors to the School Board*

**Duration**

The Committee is ongoing. Vacancies that occur mid-year will be filled by appointment for the balance of the year.

**Leadership**

A Chairperson will be approved by a majority vote of the ACE Council membership and serve for a term of two years. If the Chairperson is unable to complete his/her two year term, a new Chairperson may be approved by a majority vote of the ACE Council membership. The Chairperson will work jointly with the Superintendent and Director of Communication to prepare agendas and facilitate each meeting.

A Vice Chairperson will be approved by a majority vote of the ACE Council membership and serve for a term of two years. If the Vice Chairperson is unable to complete his/her two year term, a new Vice Chairperson may be approved by a majority vote of the ACE Council membership. The Vice Chairperson will preside in the absence of the Chairperson.

Near the end of a term for either the Chairperson or the Vice Chairperson, an announcement for interested members to serve in these roles will be made. Council consideration and approval will take place no later than the last meeting in May. A new term begins in August.

### **District Resource Members**

The Superintendent or designee and Director of Communication will support the work of the ACE Council and work as liaisons between the Council and the School Board. The Director of Communications will take minutes during each meeting and provide these minutes to Council members for review before the next scheduled meeting. Council members will have opportunity to submit revisions or changes. The minutes will be again reviewed and approved at the next meeting.

### **Scope of the Work and Responsibilities**

The committee may be charged with some or all of the following:

1. Participate in District Strategic planning
2. Research a topic about which the Board of Directors would like more information or a topic the ACE committee identifies. This may include development of a recommendation to the Board of Directors.
3. Receive general information from district and school administrative staff.
4. Serve as a “key communicator” to community members informing them of district initiatives.
5. Populate other committees and sub-committees as needed.
6. Informational presentations, Board research topic, and other tasks will be identified annually.

### **District Norms**

Participants will follow the District Norms:

- 1) Assume positive intent
- 2) Be professional in all interactions
- 3) Be kinder than necessary
- 4) Be fully present and engaged
- 5) Be prepared

### **Expectations**

- ACE members will work together with the School Board and Superintendent to fulfill their roles.
- ACE members will consider carefully all issues brought to them or with topics shared. They will actively keep themselves informed of the issues facing the district, solicit input, and listen to all perspectives
- ACE members will represent their school, director district or community and consider what is in the best interest of the district as a whole.
- No ACE member has the authority to speak for the Board or Superintendent unless designated by the Board or Superintendent to do so.