

THE SCHOOL DISTRICT OF PHILADELPHIA

No. 004.2

SECTION: Board Bylaws

TITLE: Parent and Community
Advisory Council

ADOPTED: October 19, 2023

REVISED:

004.2 PARENT AND COMMUNITY ADVISORY COUNCIL (PCAC)

Purpose

This policy establishes a Parent and Community Advisory Council (“PCAC”) to provide the Board of Education (“Board”) with feedback on matters related to public education in Philadelphia and sets forth its roles and responsibilities, eligibility, and composition.

Authority

The Philadelphia Home Rule Charter authorizes the Board to convene at least twice-yearly a Parent and Community Advisory Council comprised of stakeholders from across the City to consult on issues pertaining to educational policy and family and community engagement in schools. [1]

Delegation of Responsibility

The Office of the Board of Education shall develop and disseminate Board Operating Guidelines for the application and selection process of PCAC members.

Core Requirements

The Board President shall select from interested Board Members at least one (1) Board Member to serve as a PCAC Liaison. The PCAC Liaison(s) shall serve as the primary point of contact for PCAC members. The PCAC Liaison will report back to the Board on the work of PCAC, provide a monthly update to the public at Board meetings on the work of PCAC, and coordinate support provided to PCAC’s Board staff.

Roles and Responsibilities of PCAC Members

PCAC members serve in an unpaid, volunteer position to perform the following responsibilities:

- Provide feedback to the PCAC Liaison(s) on Board policies;
- Provide the PCAC Liaison(s) with input on the interests and concerns of Philadelphia public school parents, guardians, caregivers, and community members;
- Attend and participate in monthly meetings led by the PCAC Liaison(s); and
- Promote city-wide engagement with the Board and The School District of Philadelphia (“District”)

Eligibility

PCAC members shall be the following:

- A resident of the City of Philadelphia;
- At least eighteen (18) years of age; and
- Affiliated with a Philadelphia District or charter school (parent/guardian *or* a community member with a demonstrated commitment to improving the quality of education for the children of Philadelphia).

Composition

PCAC shall be made up of members representing diverse stakeholder groups and geographies selected by the Board through an application process. Members should represent stakeholder groups including: parents, guardians, caregivers, teachers, staff, and community members.

Term

PCAC members shall be appointed to serve a two-year term, beginning with the school year in which they are appointed. Members may not serve for more than two (2) consecutive terms.

Legal References:

1. [Home Rule Charter](#) § 12-311

Related Information:

1. 004.2 Parent and Community Advisory Council Board Operating Guidelines
2. [Policy](#) 920 - School Advisory Councils