



Site Councils

Frequently Asked Questions

Operating a Site Council meeting

- Can we combine our PTA and Site Council?
 - No. The PTA is a third-party, separate entity. To maintain clarity and consistency across the district, all schools are required to have a Site Council that is referred to as a Site Council. If you currently operate a Site Council under a different title, please revert back to using “Site Council.”
- How do we choose when and where our Site Council should meet?
 - Please use your best judgment to determine a time and location that will accommodate the largest number of families at your school. If you need to alternate meeting days/times/frequency/, feel free to do so.
- Are translation or interpretation services available at meetings?
 - The district will not provide interpretation services for regular meetings. Arrangements will need to be made at the site level. However, at least once per academic year, the Site Council must host a meeting for all school stakeholders. Translation and interpretation services are available for this particular meeting. If your site needs these services, submit a request at staff.mpls.k12.mn.us/Depts/OSFCE/Pages/InterpreterRequest.aspx.
- Who should be on a Site Council?
 - Each Site Council needs to be representative of the student population at the school, including parents, licensed and non-licensed staff, the principal or site administrator and a community member. High School Site Councils need to include students and K-8 schools have the option of having student representation. This combination of people coming together to support our students helps them succeed both academically and socially. Schools should continually work to have a representative Site Council, and verifiable efforts to recruit members need to be tracked.
- Can we offer meetings electronically to increase participation?
 - Yes. Your site is welcome to utilize electronic options such as Skype, FaceTime and more. If you need assistance with electronic/IT needs, please complete an e-ticket with your request.
- Can we connect through text message?
 - Yes. Please feel free to use multiple methods of communication (emails, robo calls, letters, text messaging, etc...) to reach out to your school community and Site Council.

Budgets around Site Councils

- Is there a budget for Site Council meetings to cover the cost of child care, transportation and food?
 - Schools will need to use their own budgets to cover the cost of any child care, transportation or food they offer to families.
- Are we required to pay staff to attend Site Council meetings? If so, is there a budget to cover this?
 - TEACHERS: No. You are not required to pay teachers to attend meetings. If you would like to, you may use QComp funds to pay teachers \$25 per hour who are voluntarily agreeing to meet.
 - OTHER STAFF (EA/AE/etc.): You only need to pay other staff if the meetings are required as part of their job. They can work Site Council meetings into their regular number of hours by flexing their time and arriving to work later in the morning to make up for an evening meeting.

- FAMILY LIAISONS (and other 439 employees): Site Council meetings need to be included in their regular number of hours; otherwise, they need to be paid their hourly rate. There are no district level funds to cover this.
- Can stipends or gift cards be paid to parents who participate?
 - No. The district cannot pay parents for their participation.
- How do we educate about the budget cycle in preparation for spring?
 - The district is putting together e-learning options that you can use with your Site Council. They will include topics like budget/finance, bylaws, testing/data, professional development, SIP/FIP and more. They will be accessible at osfce.mpls.k12.mn.us/site_councils. If you need additional support, contact your associate superintendent.

Connecting with the community

- How will schools promote Site Councils for the purpose of recruitment and school-wide updating on its work?
 - Kick-off events, posters, flyers and information like webinars and podcasts available at osfce.mpls.k12.mn.us/site_councils.