



WV SCHOOLS OF DIVERSION AND TRANSITION ORGANIZATIONAL PROCEDURES

FACULTY ADVISORY COMMITTEE	Section	Organization and Management
	Number	2.8
	Effective Date	01-30-16
	Revision Date	03-30-16; 08-01-21
	Revision No.	1
	Approval:	<i>John C. Green</i>

1.0 PURPOSE:

WV Code provides Faculty Senate rights for West Virginia Public Schools. Education professionals in WV juvenile and adult correctional facilities should have comparable rights and opportunities.

2.0 APPLICABILITY:

Procedures apply to all Diversion and Transition Programs located in state juvenile and adult correctional facilities.

3.0 POLICY STATEMENT:

The function of a Faculty Advisory Committee (FAC) will be to assist the principal/lead teacher by discussing concerns of the school and presenting recommendations to address those concerns.

When decision-making is shared, the goals of the organization are more likely to be achieved.

4.0 DEFINITIONS:

None

5.0 PROCEDURES:

- 5.1 Diversion and Transition Programs with two or less education professionals do not need to have a Faculty Advisory Committee (FAC).
- 5.2 At the beginning of the school term on a non-instructional day, the principal/lead teacher will conduct an election of a chair and a secretary for the FAC.
- 5.3 FAC does not receive any appropriation funds from the WV Legislature.
- 5.4 FAC may nominate teachers for recognition programs within WVDE policy.
- 5.5 FAC may submit recommendations to the principal/lead teacher regarding the master schedule for the next school term.
- 5.6 The chair of the FAC shall facilitate the meetings following the Roberts Rules of Order. This can be viewed online at <http://www.rulesonline.com>.
- 5.7 The chair of the FAC shall provide an agenda prior to the FAC meeting.
- 5.8 The secretary of the FAC shall maintain records of all FAC meetings, agendas, attendance and minutes, for review, upon request, by authorized parties.
- 5.9 The FAC may consent to include school staff meeting agenda items on the FAC agenda under the "Principal/lead teacher concerns."
- 5.10 Staff development may occur during this time if deemed appropriate by staff/ leadership.

6.0 AUTHORITY

- 6.1 State Board of Education Policy 1471: *Regulations for Adult Diversion and Transition Programs, Section 5, Implementation Procedures.*
- 6.2 State Board of Education Policy 2510: *Assuring the Quality of Education: Regulations for Education Programs.*
- 6.3 WV State Code §18-5A-5.