

**BOARD AGENDA ITEM**

**May 26, 2026**

***SUBJECT:***

Revision of the following policy:  
*Policy AAA: Legal Status of Area Advisory Councils*

***BACKGROUND INFORMATION:***

Revising and updating language under local funds and transfer appeals to streamline and clarify advisory council roles and responsibilities.

***ADMINISTRATIVE CONSIDERATION:***

Revising and updating language under local funds to reflect the advisory capacity of the council. Additional updates and revisions to the language under transfer appeals to reflect the discontinuance of appeals based on school capacity.

***RECOMMENDATION:***

Approval of the following policies:

*Policy AAA: Legal Status of Area Advisory Councils, Second Reading*

***ATTACHMENTS:***

***PREPARED BY:***

Kimbra Meek

1 **Policy AAA\* Legal Status Of Area Advisory Councils**

2 Issued ~~10/16~~ 5/26

3  
4 Purpose: To establish the basic structure for area advisory councils and for the duties of the  
5 liaison officer assigned to each such advisory council.

6 The Aiken County Board of Education is authorized to appoint area advisory councils for  
7 each of the five administrative areas in the county. The board will consider appointments  
8 annually at its May meeting with newly appointed members taking office on July 1 following  
9 their appointments. Unexpected vacancies will be filled as soon as possible, but in all cases  
10 within 60 days. Act 503 specifies the manner of appointment and provides for their election  
11 as follows:

12 The board of education is authorized to appoint for each administrative area an area  
13 advisory council composed of seven members in each area, whose terms of office will  
14 be three years. In Administrative Area No. 4, two members of the area advisory council  
15 will be appointed as provided in Act 244 of 1959 (formerly designated as Section  
16 21-3954, Code of Laws of South Carolina, 1962); provided, however that in the event  
17 there are no candidates filing for the advisory election prior to appointment, as set forth  
18 in the 1962 Code section herein mentioned, then the two members otherwise  
19 anticipated will be appointed in accordance with the procedures for all other area  
20 advisory members throughout the school district, except that at least one member of  
21 the advisory council will reside in that portion of Saluda County formerly known as  
22 Ridge Springs School District No. 2, and at least one member appointed will be a  
23 resident of the Aiken County portion of the Ridge Spring or Monetta areas, or their  
24 surrounds.

25 **How Appointed**

26  
27 Board members in those districts that represent a significant portion of an administrative  
28 area will make nominations for citizens to serve on the five area advisory councils. All  
29 nominations will be submitted to the board in writing. The method by which the nominations  
30 are derived rests with the board members involved. In administrative areas where two or  
31 more board members are participating in the nominating process, nominations may be  
32 rotated, made by mutual agreement, or made by majority opinion. Board members will  
33 participate in the nomination process on the following basis:

34  
35  
36

**ADMINISTRATIVE AREA 1**

Board members in districts: 7, 8, & 9

37           **ADMINISTRATIVE AREA 2**  
38  
39           Board members in districts: 4 & 5

40  
41           **ADMINISTRATIVE AREA 3**  
42  
43           Board members in districts: 3 & 6

44  
45           **ADMINISTRATIVE AREA 4**  
46  
47           Board member in district: 1

48  
49           **ADMINISTRATIVE AREA 5**  
50  
51           Board member in district: 2

52  
53           In those cases where districts overlap into administrative areas, other than those described  
54           above, board members in overlapping districts may act in an advisory capacity for  
55           nominations to the appropriate councils.

56           **Authority**

57  
58           The area advisory councils may determine local administrative rules in their respective  
59           administrative areas, provided such rules are consistent with the policies set forth by the  
60           county board of education. The county board of education may delegate additional authority  
61           to the area advisory councils to the extent necessary for the effective operation of the public  
62           schools in the county.

63           The Aiken County Board of Education recognizes that the area advisory councils are a key  
64           organizational link in the formulation and development of procedures and programs for their  
65           respective administrative areas. Area advisory councils should also recommend to the  
66           county board policies for countywide application. Policies ~~in regard to~~ regarding the  
67           relationship between area advisory councils and the Aiken County Board of Education are  
68           as follows.

69           Budget

70  
71           In consultation with their assigned administrator, the area advisory council considers the  
72           projected capital needs items.

73           Local funds

74  
75           All funds, revenues, fees, including accrued interest, etc., originating within the  
76           administrative area, ~~are to be expended for the exclusive use of the schools and the~~

77 ~~students within the administrative area shall be communicated to the area advisory council,~~  
78 ~~in order to ensure awareness and transparency regarding local funds, fees, and school~~  
79 ~~activities. Such communication is intended to keep the council appropriately informed and~~  
80 ~~engaged in an advisory capacity, consistent with district fiscal policies and established~~  
81 ~~administrative procedures. Such expenditures must be approved by the area advisory~~  
82 ~~council and so recorded in the official minutes of the meetings of the council. The area~~  
83 ~~council establishes procedures to govern such expenditures within the guidelines of district~~  
84 ~~fiscal policies.~~

#### 85 Audit

86  
87 There will be an annual audit of the revenues and expenditures of all local funds no later  
88 than 120 days after the close of the fiscal year. After review of the audit by the county board  
89 of education, a copy is distributed to the area advisory council.

#### 90 Annual inspection

91  
92 Each area advisory council or designated committees thereof will inspect **all of the all**  
93 schools in its administrative area at least annually and will report its findings to the full  
94 council and the assigned administrator for transmission to the district superintendent and to  
95 the county board. If possible, inspections should include visits during the school day in order  
96 to observe how the schools function and to report those findings to the full council as part of  
97 the report to be forwarded to the district.

#### 98 Administrative review

99  
100 Each area advisory council will prepare annually a report of the effectiveness of the schools  
101 in its area with respect to facilities and will submit the report and its comments to the district  
102 superintendent for review with the county board.

#### 103 Grievances

104  
105 Patrons of the schools in each administrative area will present their grievances to their area  
106 advisory council through their council's assigned administrator. Appeals may be made to the  
107 county board of education. Personnel grievances and personnel issues are the exclusive  
108 province of the board of education.

#### 109 Hearings

110  
111 The Aiken County Board of Education designates the five respective area advisory councils  
112 to be its designated hearing committees for purposes of considering student transfer  
113 appeals. Area advisory councils will adopt a rule or standing procedure, **with regard to**  
114 **regarding** hearings, which will serve to prevent tie votes. **Area advisory councils will not**  
115 **consider transfer appeals based on denial due to school capacity.**

116 Principals may, in their sole discretion, include area advisory councils in the discipline loop as

117 non-action interventions for students who have accumulated office referrals and who may be  
118 likely headed for more serious disciplinary action soon. Review of disciplinary reports

119  
120 The area councils will receive and review at least once each nine weeks a compiled report of  
121 the types of disciplinary referrals from their respective area, heard by the district's tribunal  
122 and the nature of disposition being made.

123 Local procedures

124

125

126 Area advisory councils may establish procedures for their respective areas, consistent with  
127 state law and county board policies. The councils will meet in centrally convenient locations  
128 on a periodic basis, normally once per month. After approval, the council will mail a copy of  
129 the minutes of each area council session to the district superintendent for distribution to the  
130 county board of education. Area councils should receive communication from the community  
131 and provide feedback to their administrator and the board on topics of local concern and  
132 should provide input on the types of characteristics and qualifications they are interested in  
133 seeing in candidates for high profile local positions such as principals, athletic directors, and  
134 coaches.

135 Adopted 2/28/78; Revised 5/25/82, 11/22/83, 10/27/87, 2/28/90, 7/14/92, 5/10/94, 1/10/95, 5/  
136 22/01, 10/9/01, 10/12, 10/25/16

137 Legal references:

138

139

140 Federal Law:

141

142 Equal Access Act, [20 U.S.C.A. Section 4071](#) - Providing for equal access by  
143 students to limited open forums.

144 S.C. Acts and Joint Resolutions:

145

146 [1982 Act No. 503](#) - An act to establish all of the area of Aiken County and a  
147 portion of Saluda County as The School District of Aiken County.

148

149 [1984 Act No. 572](#) - An act to provide for the appointment of residents of Saluda  
150 County to the Area Advisory Council of Administrative Area 4 of the Aiken County  
151 School District.

151

152

153

154

155 Aiken County Public Schools





# 1 Policy AAA\* Legal Status Of Area Advisory Councils

2 Issued 10/16, 5/26

3  
4 Purpose: To establish the basic structure for area advisory councils and for the duties of the  
5 liaison officer assigned to each such advisory council.

6 The Aiken County Board of Education is authorized to appoint area advisory councils for  
7 each of the five administrative areas in the county. The board will consider appointments  
8 annually at its May meeting with newly appointed members taking office on July 1 following  
9 their appointments. Unexpected vacancies will be filled as soon as possible, but in all cases  
10 within 60 days. [Act 503](#) specifies the manner of appointment and provides for their election  
11 as follows:

12 The board of education is authorized to appoint for each administrative area an area  
13 advisory council composed of seven members in each area, whose terms of office will  
14 be three years. In Administrative Area No. 4, two members of the area advisory council  
15 will be appointed as provided in Act 244 of 1959 (formerly designated as Section  
16 21-3954, Code of Laws of South Carolina, 1962); provided, however that in the event  
17 there are no candidates filing for the advisory election prior to appointment, as set forth  
18 in the 1962 Code section herein mentioned, then the two members otherwise  
19 anticipated will be appointed in accordance with the procedures for all other area  
20 advisory members throughout the school district, except that at least one member of  
21 the advisory council will reside in that portion of Saluda County formerly known as  
22 Ridge Springs School District No. 2, and at least one member appointed will be a  
23 resident of the Aiken County portion of the Ridge Spring or Monetta areas, or their  
24 surrounds.

## 25 How Appointed

26  
27 Board members in those districts that represent a significant portion of an administrative  
28 area will make nominations for citizens to serve on the five area advisory councils. All  
29 nominations will be submitted to the board in writing. The method by which the nominations  
30 are derived rests with the board members involved. In administrative areas where two or  
31 more board members are participating in the nominating process, nominations may be  
32 rotated, made by mutual agreement, or made by majority opinion. Board members will  
33 participate in the nomination process on the following basis:

### 34 ADMINISTRATIVE AREA 1

35  
36 Board members in districts: 7, 8, & 9

37 ADMINISTRATIVE AREA 2

38  
39 Board members in districts: 4 & 5  
40

41 ADMINISTRATIVE AREA 3

42  
43 Board members in districts: 3 & 6  
44

45 ADMINISTRATIVE AREA 4

46  
47 Board member in district: 1  
48

49 ADMINISTRATIVE AREA 5

50  
51 Board member in district: 2  
52

53 In those cases where districts overlap into administrative areas, other than those described  
54 above, board members in overlapping districts may act in an advisory capacity for  
55 nominations to the appropriate councils.

56 Authority

57  
58 The area advisory councils may determine local administrative rules in their respective  
59 administrative areas, provided such rules are consistent with the policies set forth by the  
60 county board of education. The county board of education may delegate additional authority  
61 to the area advisory councils to the extent necessary for the effective operation of the public  
62 schools in the county.

63 The Aiken County Board of Education recognizes that the area advisory councils are a key  
64 organizational link in the formulation and development of procedures and programs for their  
65 respective administrative areas. Area advisory councils should also recommend to the  
66 county board policies for countywide application. Policies regarding the relationship between  
67 area advisory councils and the Aiken County Board of Education are as follows.

68 Budget

69  
70 In consultation with their assigned administrator, the area advisory council considers the  
71 projected capital needs items.

72 Local funds

73  
74 All funds, revenues, fees, including accrued interest, etc., originating within the  
75 administrative area shall be communicated to the area advisory council, in order to ensure

76 awareness and transparency regarding local funds, fees, and school activities. Such  
77 communication is intended to keep the council appropriately informed and engaged in an  
78 advisory capacity, consistent with district fiscal policies and established administrative  
79 procedures.

#### 80 Audit

81  
82 There will be an annual audit of the revenues and expenditures of all local funds no later  
83 than 120 days after the close of the fiscal year. After review of the audit by the county board  
84 of education, a copy is distributed to the area advisory council.

#### 85 Annual inspection

86  
87 Each area advisory council or designated committees thereof will inspect all schools in its  
88 administrative area at least annually and will report its findings to the full council and the  
89 assigned administrator for transmission to the district superintendent and to the county  
90 board. If possible, inspections should include visits during the school day in order to observe  
91 how the schools function and to report those findings to the full council as part of the report  
92 to be forwarded to the district.

#### 93 Administrative review

94  
95 Each area advisory council will prepare annually a report of the effectiveness of the schools  
96 in its area with respect to facilities and will submit the report and its comments to the district  
97 superintendent for review with the county board.

#### 98 Grievances

99  
100 Patrons of the schools in each administrative area will present their grievances to their area  
101 advisory council through their council's assigned administrator. Appeals may be made to the  
102 county board of education. Personnel grievances and personnel issues are the exclusive  
103 province of the board of education.

#### 104 Hearings

105  
106 The Aiken County Board of Education designates the five respective area advisory councils  
107 to be its designated hearing committees for purposes of considering student transfer  
108 appeals. Area advisory councils will adopt a rule or standing procedure, regarding hearings,  
109 which will serve to prevent tie votes. Area advisory councils will not consider transfer  
110 appeals based on denial due to school capacity.

111 Principals may, in their sole discretion, include area advisory councils in the discipline loop as  
112 non-action interventions for students who have accumulated office referrals and who may be  
113 likely headed for more serious disciplinary action soon. Review of disciplinary reports

114  
115 The area councils will receive and review at least once each nine weeks a compiled report of

116 the types of disciplinary referrals from their respective area, heard by the district's tribunal  
117 and the nature of disposition being made.

118 Local procedures

119

120

121 Area advisory councils may establish procedures for their respective areas, consistent with  
122 state law and county board policies. The councils will meet in centrally convenient locations  
123 on a periodic basis, normally once per month. After approval, the council will mail a copy of  
124 the minutes of each area council session to the district superintendent for distribution to the  
125 county board of education. Area councils should receive communication from the community  
126 and provide feedback to their administrator and the board on topics of local concern and  
127 should provide input on the types of characteristics and qualifications they are interested in  
128 seeing in candidates for high profile local positions such as principals, athletic directors, and  
129 coaches.

130 Adopted 2/28/78; Revised 5/25/82, 11/22/83, 10/27/87, 2/28/90, 7/14/92, 5/10/94, 1/10/95, 5/  
131 22/01, 10/9/01, 10/12, 10/25/16, 5/12/26

132 Legal references:

133

134

135 Federal Law:

136

137 Equal Access Act, [20 U.S.C.A. Section 4071](#) - Providing for equal access by  
138 students to limited open forums.

139 S.C. Acts and Joint Resolutions:

140

141 [1982 Act No. 503](#) - An act to establish all of the area of Aiken County and a  
142 portion of Saluda County as The School District of Aiken County.

143

144 [1984 Act No. 572](#) - An act to provide for the appointment of residents of Saluda  
145 County to the Area Advisory Council of Administrative Area 4 of the Aiken County  
146 School District.

1 **Policy AAA\* Legal Status Of Area Advisory Councils**

2 Issued 5/26

3  
4 Purpose: To establish the basic structure for area advisory councils and for the duties of the  
5 liaison officer assigned to each such advisory council.

6 The Aiken County Board of Education is authorized to appoint area advisory councils for  
7 each of the five administrative areas in the county. The board will consider appointments  
8 annually at its May meeting with newly appointed members taking office on July 1 following  
9 their appointments. Unexpected vacancies will be filled as soon as possible, but in all cases  
10 within 60 days. Act 503 specifies the manner of appointment and provides for their election  
11 as follows:

12 The board of education is authorized to appoint for each administrative area an area  
13 advisory council composed of seven members in each area, whose terms of office will  
14 be three years. In Administrative Area No. 4, two members of the area advisory council  
15 will be appointed as provided in Act 244 of 1959 (formerly designated as Section  
16 21-3954, Code of Laws of South Carolina, 1962); provided, however that in the event  
17 there are no candidates filing for the advisory election prior to appointment, as set forth  
18 in the 1962 Code section herein mentioned, then the two members otherwise  
19 anticipated will be appointed in accordance with the procedures for all other area  
20 advisory members throughout the school district, except that at least one member of  
21 the advisory council will reside in that portion of Saluda County formerly known as  
22 Ridge Springs School District No. 2, and at least one member appointed will be a  
23 resident of the Aiken County portion of the Ridge Spring or Monetta areas, or their  
24 surrounds.

25 **How Appointed**

26  
27 Board members in those districts that represent a significant portion of an administrative  
28 area will make nominations for citizens to serve on the five area advisory councils. All  
29 nominations will be submitted to the board in writing. The method by which the nominations  
30 are derived rests with the board members involved. In administrative areas where two or  
31 more board members are participating in the nominating process, nominations may be  
32 rotated, made by mutual agreement, or made by majority opinion. Board members will  
33 participate in the nomination process on the following basis:

38           **ADMINISTRATIVE AREA 1**  
39  
40           Board members in districts: 7, 8, & 9  
41

42           **ADMINISTRATIVE AREA 2**  
43  
44           Board members in districts: 4 & 5  
45

46           **ADMINISTRATIVE AREA 3**  
47  
48           Board members in districts: 3 & 6  
49

50           **ADMINISTRATIVE AREA 4**  
51  
52           Board member in district: 1  
53

54           **ADMINISTRATIVE AREA 5**  
55  
56           Board member in district: 2  
57

58  
59           In those cases where districts overlap into administrative areas, other than those described  
60           above, board members in overlapping districts may act in an advisory capacity for  
61           nominations to the appropriate councils.

62           **Authority**

63  
64           The area advisory councils may determine local administrative rules in their respective  
65           administrative areas, provided such rules are consistent with the policies set forth by the  
66           county board of education. The county board of education may delegate additional authority  
67           to the area advisory councils to the extent necessary for the effective operation of the public  
68           schools in the county.

69           The Aiken County Board of Education recognizes that the area advisory councils are a key  
70           organizational link in the formulation and development of procedures and programs for their  
71           respective administrative areas. Area advisory councils should also recommend to the  
72           county board policies for countywide application. Policies regarding the relationship between  
73           area advisory councils and the Aiken County Board of Education are as follows.

74

75           Budget

76  
77           In consultation with their assigned administrator, the area advisory council considers the  
78           projected capital needs items.

79           Local funds

80  
81 All funds, revenues, fees, including accrued interest, etc., originating within the  
82 administrative area, are to be expended for the exclusive use of the schools and the  
83 students within the administrative area. Such expenditures must be approved by the area  
84 advisory council and so recorded in the official minutes of the meetings of the council. The  
85 area council establishes procedures to govern such expenditures within the guidelines of  
86 district fiscal policies.

87 Audit

88  
89 There will be an annual audit of the revenues and expenditures of all local funds no later  
90 than 120 days after the close of the fiscal year. After review of the audit by the county board  
91 of education, a copy is distributed to the area advisory council.

92 Annual inspection

93  
94 Each area advisory council or designated committees thereof will inspect all schools in its  
95 administrative area at least annually and will report its findings to the full council and the  
96 assigned administrator for transmission to the district superintendent and to the county  
97 board. If possible, inspections should include visits during the school day in order to observe  
98 how the schools function and to report those findings to the full council as part of the report  
99 to be forwarded to the district.

100 Administrative review

101  
102 Each area advisory council will prepare annually a report of the effectiveness of the  
103 schools in its area with respect to facilities and will submit the report and its comments to  
104 the district superintendent for review with the county board.

105 Grievances

106  
107 Patrons of the schools in each administrative area will present their grievances to their area  
108 advisory council through their council's assigned administrator. Appeals may be made to the  
109 county board of education. Personnel grievances and personnel issues are the exclusive  
110 province of the board of education.

111

112 Hearings

113  
114 The Aiken County Board of Education designates the five respective area advisory councils  
115 to be its designated hearing committees for purposes of considering student transfer  
116 appeals. Area advisory councils will adopt a rule or standing procedure, regarding hearings,  
117 which will serve to prevent tie votes. Area advisory councils will not consider transfer  
118 appeals based on denial due to school capacity.

119

120 Principals may, in their sole discretion, include area advisory councils in the discipline loop  
121 as non-action interventions for students who have accumulated office referrals and who may  
122 be likely headed for more serious disciplinary action soon.

123

124 Review of disciplinary reports

125

126 The area councils will receive and review at least once each nine weeks a compiled report of  
127 the types of disciplinary referrals from their respective area, heard by the district's tribunal  
128 and the nature of disposition being made.

129 Local procedures

130

131 Area advisory councils may establish procedures for their respective areas, consistent with  
132 state law and county board policies. The councils will meet in centrally convenient locations  
133 on a periodic basis, normally once per month. After approval, the council will mail a copy of  
134 the minutes of each area council session to the district superintendent for distribution to the  
135 county board of education. Area councils should receive communication from the community  
136 and provide feedback to their administrator and the board on topics of local concern and  
137 should provide input on the types of characteristics and qualifications they are interested in  
138 seeing in candidates for high profile local positions such as principals, athletic directors, and  
139 coaches.

140 Adopted 2/28/78; Revised 5/25/82, 11/22/83, 10/27/87, 2/28/90, 7/14/92, 5/10/94, 1/10/95,

141 5/ 22/01, 10/9/01, 10/12, 10/25/16, 05/26/26

142 Legal references:

143

144 Federal Law:

145

146 Equal Access Act, [20 U.S.C.A. Section 4071](#) - Providing for equal access by  
147 students to limited open forums.

148

149 S.C. Acts and Joint Resolutions:

150

151 [1982 Act No. 503](#) - An act to establish all of the area of Aiken County and a  
152 portion of Saluda County as The School District of Aiken County.

153 [1984 Act No. 572](#) - An act to provide for the appointment of residents of Saluda  
154 County to the Area Advisory Council of Administrative Area 4 of the Aiken County  
155 School District.