

## What is a Building Council?

A council where NYCDOE principals, charter and D75 school leaders share administrative responsibility and accountability for building a safe, coherent campus culture for the students they serve.

### **Building Council Overview:**

The [Campus Policy Memo](#) defines the collective responsibilities of DOE principals, certain D75 campus leaders, and charter school leaders **who share a school building**. They must create and actively participate in a Building Council, a structure for administrative decision-making for issues impacting all schools in the building. The Building Council is responsible for resolving all issues related to the smooth daily operation of all schools in the building and the safety of the students they serve. Building Council agendas and minutes are shared by the Building Council and the Office of Campus Governance through the Principal Annual Space Survey (PASS).

Building Council members are equal partners in shaping the educational environment; they share responsibility and accountability for building administration, communication and culture. They must respect each other's unique culture and simultaneously make shared decisions that are good for all students and schools on the campus.

For further explanation on the purpose and functions of the Building Council refer to the [Campus Policy Memo](#). It also provides information on the dispute resolution process and mandate requirements.

### **Principal Annual Space Survey (PASS):**

Building Councils are required to host 12 Building Council minutes between August and July of the following year and upload those minutes into the PASS system. ([Chancellor's Regulation A-190](#))