

Local School Decision Making Committees

Each school principal shall be responsible for initiating, developing and maintaining regular meetings of a group consisting of parents, teachers, non-teacher staff, and community members for the purpose of making certain decisions and recommendations affecting that school. This group shall be known as the Local School Decision Making Committee (LSDMC). The number of core members may increase but must remain proportional to the original twelve. At the option of the members listed below, the number of students is optional but may not exceed the proportional number of the other groups and (1) partner-in-education representative may be added.

Composition/selection of members

Membership shall be made up of a minimum of 12 members to include:

- (3) Teachers
- (3) Staff members (one to be principal)
- (3) Parents
- (3) Community representatives

Optional:

The number of students is optional but may not exceed the proportional number of the other groups

- (1) Partner-in-education representative

Teachers, staff, students and parent groups shall each select their own representatives, who in turn, shall be responsible for reporting back to the group they represent and for soliciting that group's views and assistance.

Consideration should be given to having individuals represent only one group.

The committee should strive for diversity in its composition when selecting representatives.

The group may act as a committee-of-the-whole or through ad hoc sub committees to accomplish its tasks so long as all such tasks are acted upon by the entire group before decisions are made or recommendations are formally conveyed to the principal or referred to appropriate central office staff.

Local School Decision Making Committees (continued)

Through this process the Local School Decision Making Committee shall be recognized and shall function as the primary local school decision making body to develop a vision and mission statement, approve ONEPLAN, approve the local school budget, and select the school principal when a vacancy exists in that position.

The LSDMC shall approve any locally initiated change in the school program or focus, e.g., change from neighborhood to alternative or change to a different type of alternative. The LSDMC may also make recommendations to the principal regarding other school issues.

Teacher representatives shall be selected by the Instructional Leadership Team (ILT).

Parent representatives shall be elected at a general parent meeting which is announced in advance to all parents (or guardians) with students at the school. A parent representative must be a parent, grandparent, or legal guardian of a student at the school.

Staff representatives, other than the principal, shall be elected by the non-teaching staff in an election organized by their union representatives.

The teacher, parent, and non-teaching staff representatives to the LSDMC shall meet to determine which community councils or agencies will be asked to designate representatives. At least one representative should be appointed or elected by the local community council "i.e., the community council serving the area in which the school is physically located, if any". Representation from the school's attendance area or geographic area is preferred.

If students are included, their representatives shall be elected by the student body or designated by the student council.

A chairperson shall be elected by the LSDMC and must be a parent or community member.

Terms

Terms of each member (except principal) shall be two year re-electable terms. However, the entire committee should not change completely every two years. Therefore, any LSDMC member may be re-elected (or re-selected) provided they continue to be eligible to represent the constituency.

Meetings

Nine meetings per school year are recommended. One annual meeting to review the ONEPLAN, budget, and the purpose of the LSDMC is required. Additional meetings may be called by the chair or scheduled by the LSDMC. All regular meetings shall be

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open to the public. A quorum (two-thirds) of the group membership is necessary for all decision making. The LSDMC may seek assistance from central administration if it is unable to make decisions or experiences unusual conflict.

Accountability

The LSDMC shall, at mid-year, and at the end of the school year, complete a progress report regarding the goals of the local school. The report will include an explanation of goals accomplished, or accomplished in part, goals not accomplished, any recommendations to improve performance on the goals and any amendments to the goals.

Waivers

The LSDMC may request waivers from administrative procedures, board policies, state or federal laws or regulations or provisions of a collective bargaining agreement. However, such waivers must be approved by the appropriate parties, through established procedures.

Role/Scope of Work

Each LSDMC shall go through a visioning process. They shall set school goals, based on a needs assessment and develop a broad outline of a plan to implement those goals.

Where possible, goals should be measurable. The principal and other staff, as appropriate, shall periodically report on progress made toward the goals. The LSDMC shall make school budget decisions according to prevailing law, collective bargaining agreements, board policies and administrative procedures. The LSDMC may seek grants specifically to support programs at that school. The LSDMC may submit recommendations regarding the district budget on matters related to the local school. Budget requests instituted by the local school shall be approved by the LSDMC. The LSDMC shall participate in the principal selection process as provided by board Policy 4111.1. The LSDMC shall approve any locally initiated changes in the school's program or focus, such as a change from neighborhood to alternative school or from one type of alternative to another.

Training and Implementation

The Board of Education will be responsible for providing funding for training of LSDMC's. The Superintendent will provide a written manual.

Adopted: 11/23/81
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