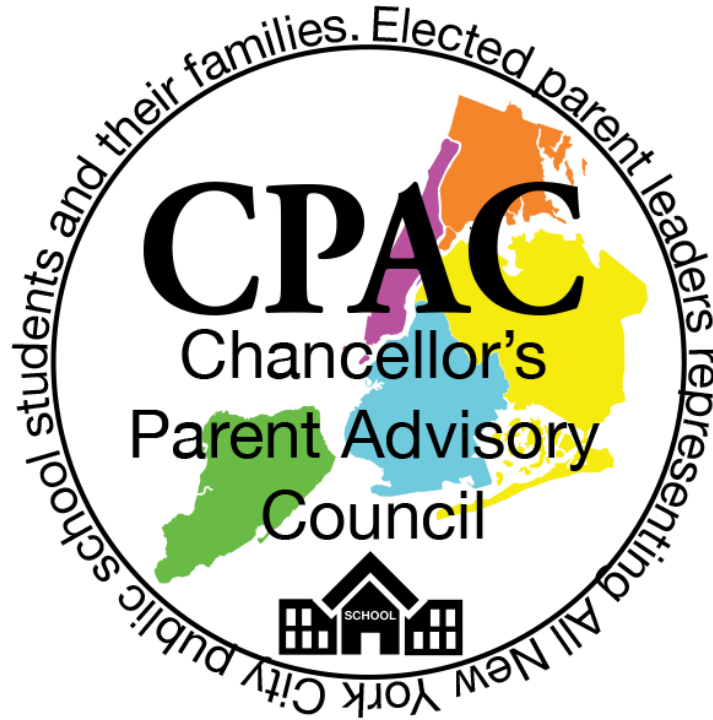


Welcome
Chancellor's Parent
Advisory Council Members



Chancellor's Parent Advisory Council

- ▶ Virtual General Membership Meeting
- ▶ School Leadership Team (SLT)
- ▶ District Leadership Team (DLT)
- ▶ What Is Your Role and Responsibilities as a member of a SLT / DLT?
- ▶ September 09, 2021 @ 09:30 AM





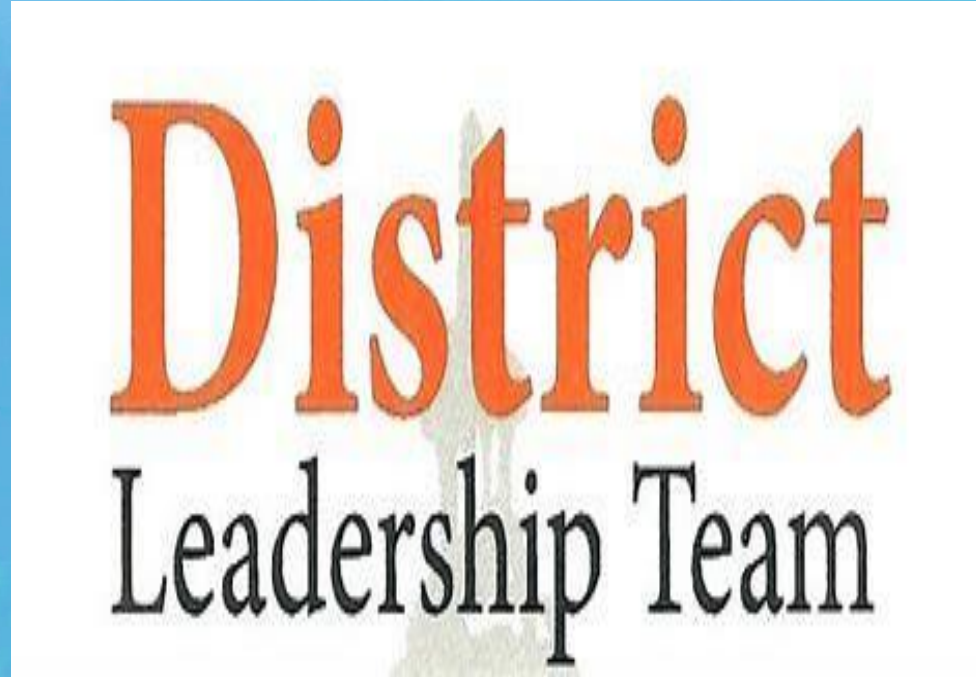
School Leadership Team (SLT
&
District Leadership Team (DLT)
Shirley Aubin & Rasheeda Harris
and
Jimmie Brown & Randi Garay

*Email 1: InfoCPACNYC@gmail.com

**SLT – CEP/ Budget/ Title I
Parent and Family Engagement
Policy**



**DLT – The Chancellor's 2021-22
Academic Priorities & Instructional
Principles / DCEP/ District Parent and
Family Engagement Policy / 100.11 Plan**





Leadership
Transparency
Communication
Sympathy / Empathy
Lead by Example
Self Care



Be Involved! BE Engaged! Be Empowered!!!





Consensus

Communication

Collaboration

Decision

Compromise

Agreement

Support

**Building
Consensus**

One thumb at a time.



No Motions! No Voting! No 1st or 2nd of Minutes!!!



School Leadership Team

What are the goals, expectations
and responsibilities?

01



SLT Best Practices for Parents

○ Composition of SLT:

The PA/PTA President is automatically a member of the SLT.

The SLT must be balanced, with an equal number of parents and staff.

Mandatory members (PA/PTA President, Principal, and UFT Chapter leader) are included when determining if an SLT is balanced.

The principal counts in the number of staff on the SLT.

○ SLT and PA/PTA:

Parent members of the SLT should report back to the PA/PTA membership on developments at the SLT.

Parent members of the SLT should solicit feedback from the PA/PTA membership to take back to the SLT. ***Note:** PA/PTA President does an annual review of the principal.*

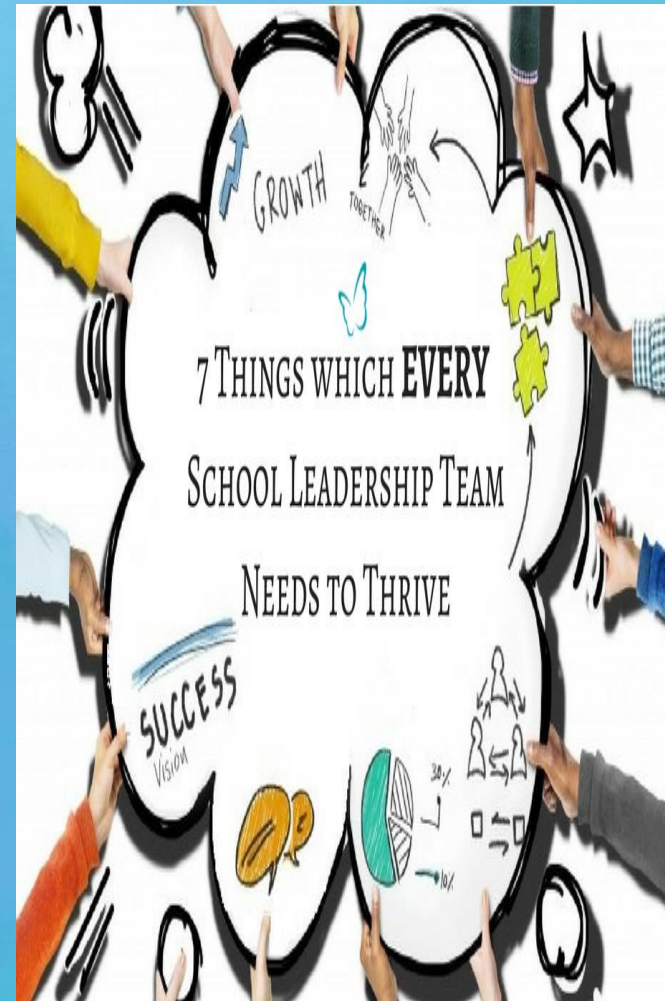
○ Logistics of SLT meetings:

Attendance and minutes must be recorded at every meeting.

The SLT should meet at least once per month for at least two hours.

SLT meetings must be scheduled at a time convenient for the parent members.

The school community should be notified of upcoming meetings. All members of the school community are allowed to attend SLT meetings as observers.



○ **Remuneration:**

SLT members are eligible to receive an annual \$300 remuneration for their service, provided they complete at least 30 hours of service on the SLT and attend a mandatory training session.

Team members who complete less than 30 hours of service may request remuneration on a prorated basis.

Individual SLT members can decide to donate their remuneration back to the school. Neither the team nor the principal can make this decision for individual members. ***Note: The entire team (including the principal) must attend the two professional development every year on SLT & CEP to receive remunerations.***

○ **Key Documents:**

The following documents should be available at every meeting:

- The CEP
- The school-based budget
- The SLT bylaws
- Chancellor's Regulation A-655

Parents should review other documents available on the school's website (under Statistics), including:

- School Quality Snapshot and Guide
- Quality Review
- School Survey

Parents should be familiar with other key data and documents (ELA, Math, Science scores; Regents scores, NYSESLAT results; Attendance; the Arts Report; NYS Report Card)



SLT Proceedings:

The purpose of the SLT is to develop, implement, and monitor the Comprehensive Education Plan (CEP).

- SLTs members use all available data to conduct a needs assessment.
- Framework for Great Schools. Principals, teachers, and parents may all suggest goals.
- By February SLTs engage in mid-point progress monitoring
- The CEP is a living document that can be modified anytime.

The SLT must also update the Parent Involvement Policy (PIP) and School-Parent Compact (Title I schools only).

All decisions on an SLT are made using **consensus-based decision-making**. There is NO voting at an SLT meeting. ALL members of the SLT must either agree or agree to live with a proposal. If any member objects to a proposal, the SLT must either continue to discuss the proposal in search of common ground or table the proposal.

ALL PARENTS SHOULD ACTIVELY PARTICIPATE. Every stakeholder brings a unique perspective.



IPlan:

The DOE considers it best practices that all members of the SLT, including parents, be given access to the CEP via the IPlan Portal, giving parents the ability to comment but not necessarily edit the CEP. Comments are visible to team members only, not the general public.

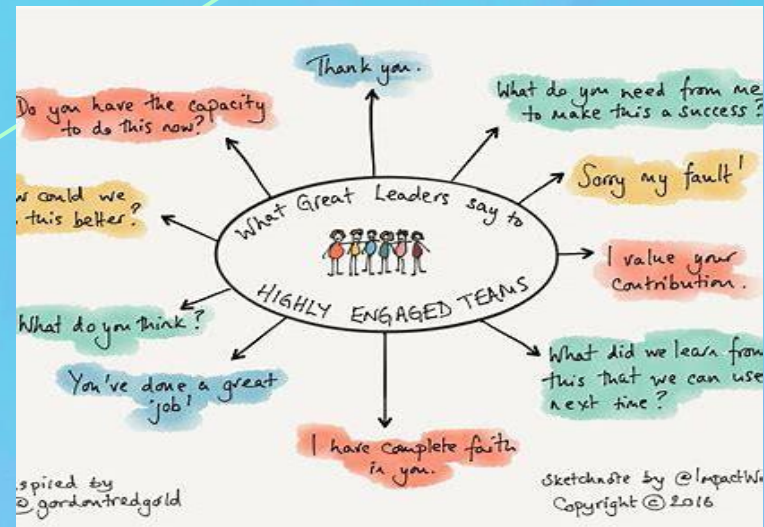
SCHOOL LEADERSHIP TEAM

District Leadership Team

Your Role & Responsibilities

District

Leadership Team



02



DLT Guide for High School DLT Representatives

District Leadership Teams (DLTs) play a significant role in creating a structure for district-based decision making and shaping the path to collaboration between superintendents, principals, parents, teachers, other school staff, and community partners. DLTs provide a bridge to School Leadership Teams (SLTs) success and effectiveness. As a DLT member, you have every right to ask for information to help drive the District's Comprehensive Educational Plan (DCEP). Your participation helps build consensus within the DLT on behalf of high schools within the district.

High School DLT Representative's Best Practices

- View Chancellor's Regulation A-655.
- Familiarize yourself with the District's Comprehensive Educational Plan (DCEP) – Can be found in the iPlan Portal.
- Participate in developing and revising the DCEP, which includes annual goals and objectives that are aligned with the district and the Chancellor's vision.
 - Identify the district's policies for programs and services.
 - Acquaint yourself with the high schools in the district.
 - Review the roles and responsibilities of DLT members and the DLTs' decision-making process that can be found in the DLT bylaws and Chancellor's Regulation A-655. You can request verbally or in writing a copy of the bylaws from the Community Superintendent or DLT in your preferred home language.



- Work in collaboration with the High School Superintendent and other DLT team members on DCEP goals and action plans to assist students in the district prepare for high school, college, and career.
- Communicate reports, updates, information, and concerns from the DLTs to the High School Presidents' Council. Solicit feedback, questions, and concerns from the Presidents' Council membership and meeting discussions to bring back to the DLTs. The NYC DOE's FACE Team has created the following helpful Webinar: Roles and Responsibilities of School and District Leadership Team Members 2020-2021. If you have any questions regarding this quick guide, please feel free to email infocpacnyc@gmail.com with your name, district, and school for support.

Approved by CPAC at its June 10, 2021 meeting.



**AskLeadership
Team@schools.
nyc.gov**



