

SCHOOL ORGANIZATIONAL TEAMS

In accordance with Assembly Bill 394 and Regulation 142-16, each CCSD school will create a School Organizational Team made up of elected licensed staff, education support professionals, parents/guardians, and students, as well as one or more optional, non-elected community members who will assist the principal in making important decisions impacting the school. Cultural diversity reflective of the student population should be considered.

WHAT IS A SCHOOL ORGANIZATIONAL TEAM?

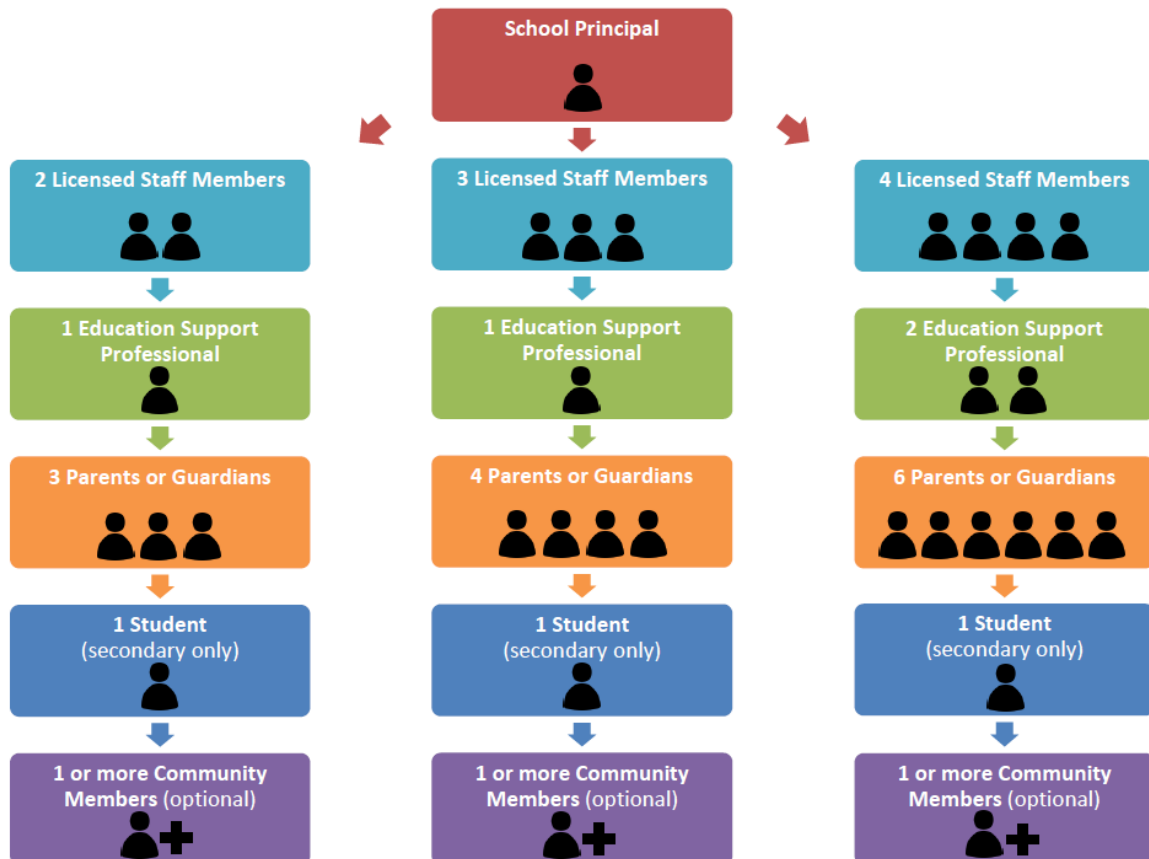
The School Organizational Team is responsible for:

- Providing assistance and advice to the principal regarding the development of the school plan of operation.
- Providing continued assistance and advice to the principal in carrying out the school plan of operation.
- Assisting in the discussion of any additional authority to be transferred to the school to carry out responsibilities.
- Assisting with the selection of the next principal when a principal vacancy occurs.

School Organizational Teams must consist of the following:

- Voting Members**
- ◇ 2 to 4 Licensed Staff Members
 - ◇ 1 to 2 Educational Support Professionals
 - ◇ 3 to 6 Parents, representing 50% of the total number of voting members
- Non-Voting Members**
- ◇ School Principal
 - ◇ Student Representative- secondary schools (middle, junior high, and high schools)
 - ◇ 1 or more Community Members- optional

Principals will decide the number of licensed staff members on the team, which will determine the number of educational support professionals and parents/guardians. See below for possible team compositions, based on the number of licensed staff members.



SCHOOL ORGANIZATIONAL TEAM MEMBERSHIP REQUIREMENTS

Licensed Staff Members



- 2 to 4 licensed staff members, number to be determined by the school principal.
- Membership on the Team must be open to all licensed staff at the school.
- Elected by a vote of all licensed staff at the school.
- At least 50% of those elected must be CCEA members.
- Election process established and conducted by CCEA.
- Contact CCEA at 394@ccea-nv.org or visit leadtheway394.org.

Education Support Professionals



- 1 education support professional or 2 educational support professionals if there are 4 licensed staff members on the Team.
- Membership on Team is open to all education support professionals at the school who are members of ESEA.
- Elected by a vote of all education support professionals at the school.
- Election process established and conducted by ESEA.
- Contact ESEA at (702)794-2537 or visit eseavoice.org.

Parents or Guardians



- 3 to 6 parents or guardians, representing 50% of the total number of voting members.
- Employees at the school are not eligible.
- If the school has a parent organization, they will establish the process for electing parent/guardian members.
- If no parent organization exists, the principal will run the process.
- Parents and guardians must be notified of the opportunity to serve on the Team, how to be placed on the ballot, and when the vote will occur.
- Contact the Nevada PTA at (702)258-7885 or FACES at (702)799-0303.

Students (secondary only)



- 1 non-voting student, secondary schools only.
- Membership on the Team open to all students at the school. Any student can request to be placed on the ballot.
- Can be nominated by a teacher or administrator if student agrees to nomination.
- Elected by a vote of entire student body through confidential ballot.
- May provide assistance and advice regarding the plan of operation.

Community Members (optional)



- 1 or more non-voting community members, optional.
- Once formed, the Team will decide if they will add one or more community members.
- Cannot otherwise qualify to serve as a parent, licensed, or education support staff member.
- Assists the Team and provides input from the community.

SCHOOL ORGANIZATIONAL TEAM EXPECTATIONS

- Team meetings must be held outside employee contract hours.
- Meetings must be held at least once a month while school is in session.
- The Team may only take action when a majority of its voting members are present.
- Team members serve until September 30 of the following year and may serve additional terms as long as they are eligible and continue to receive the highest number of votes.
- Members of the Team serve without compensation.
- If there is a vacancy on the Team, new members must be elected following the same procedures as initial elections; vacancies must be filled within 30 days.

TIMELINE AND EXPECTATIONS FOR SCHOOLS

By October 31	Principals will determine how many licensed staff members will be on the Team and report the number to their Assistant Chief Student Achievement Officer.
November 8	Training will be offered by CCEA and ESEA open to all licensed staff members and education support professionals who were nominated or self-nominated.
Week of November 14	<ul style="list-style-type: none"> • Education support professional elections will be open the entire week. ESEA will send out information on how to vote to all education support professionals.
November 15	<ul style="list-style-type: none"> • Licensed staff member elections will take place online. CCEA will send out information on how to vote to all licensed staff members. Principals will notify licensed staff that they can vote on November 15.
By December 15	<ul style="list-style-type: none"> • CCEA and ESEA will report the names of elected licensed staff and education support professionals to the principal. • Elections must be held for parent or guardian members of the team, either by the school parent organization or, if no organization exists, by the principal. • If the school is a middle school, junior high school, or high school, elections must be held for the student member of the Team.
After School Organizational Team is formed	School Organizational Teams will meet to determine if one or more community members will be added to the team.
January 2017	Principals will train School Organizational Team on: <ul style="list-style-type: none"> • Introduction and Overview • Developing Strategic Budgets • Climate and Culture • Consensus Building and Shared Decision Making • How School Organizational Teams Function • Using Data to Inform School Planning
January 15	Principal will receive the school's strategic budget, and the Team will begin working on the School Operational Plan.