



Chancellor's Parent Advisory Council (CPAC)

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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.

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.

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.