

Action Steps: Approval of Charter for SIT and Election of Members

1. Consult with PTSA on time and manner of electing parent members to SIT. (See Item 7 below) **Must contact PTSA officers**
2. Charge the PTSA with electing the remaining parent members of the SIT as follows: **Must set deadline**
 - a. One Group I white parent for two years
 - b. One Group I Latino parent for two years
 - c. One Group II white parent for one year
 - d. One Group II black parent for one year

At the Faculty Meeting of 8/22/05:

3. Display proposed charter on 6-8 posters around Trinity Fellowship Hall. **Posters required—Steve can furnish**
4. Urge staff to read charter at break, etc.
5. Vote on charter. **Ballots and pencils required—Steve can furnish**
6. If charter is approved, disburse at some point to the following breakout groups for voting: **Ballots and pencils required—Steve can furnish**
 - a. Four Group I Representatives—Elected for two years, one person from each group below
 - i. Assistant Principals
 - ii. Certified teachers from English, Math, Social Studies, or Science (Including Lyceum and Avid)
 - iii. Certified teachers from Vocational, ROTC, or Art
 - iv. Support Staff from Counselors, Librarians, Social Workers, Technology, School Resource Officers, or WHAT
 - b. Four Group II Representatives—Elected for one year, one person from each group below
 - i. Certified teacher from English, Math, Social Studies, or Science (Including Lyceum and Avid)
 - ii. Certified teacher from Health/PE or Exceptional Children
 - iii. Staff member from Secretarial, Custodial, or Cafeteria
 - iv. Staff member from Teacher Assistants or Paralegals
7. Introduce SIT electees to the assembled staff.
8. Set date (and announce same) for the first SIT meeting for the purpose of electing leaders and reviewing the Charter for tasking and meeting scheduling
Must Schedule date