

Policy

STAFF INVOLVEMENT IN DECISION-MAKING

Formal provisions have been made for monthly meetings of a major representative group:

- A. The Administrative Advisory Committee which is chaired by the superintendent.
- B. The purposes of this committees is as follows:
- C. Administrative Advisory Committee shall review and attempt to resolve any problems of a non-curriculum nature which may arise. The agenda for such meetings is established by the superintendent and a designed member of the UTEA.

The president of the board and each committee chairperson shall be ex-officio members of each of these committees and shall be provided copies of minutes of each meeting.

These committees are comprised of:

- A. Staff member(s) from the school(s) being discussed.
- B. Staff member from special services from the school(s) being discussed.
- C. Two members of Union Township Education Association
- D. The principal(s) of the school(s) being discussed.
- E. One assistant superintendent or director.
- F. One supervisor
- G. When appropriate, other individuals (example: Parents, community members, students) may be invited to attend such meetings.

Principals and directors meet monthly with the superintendent and his/her assistant. The board secretary/business administrator and/or his/her assistant meet with the principals and directors at the superintendent's or board secretary/business administrator's request.

Vice-principals meet with the superintendent and his/her assistant a minimum of two times a year.

Supervisors meet with the superintendent and his/her assistant three times a year.

Building principals are required to hold monthly meetings with their staffs. In addition, the secondary schools have faculty advisory committee meetings regularly during the school year.

Staff Communications with Administrators

The board encourages the superintendent and the board secretary/ business administrator to provide a vehicle for the staff to present concerns and opinions.

Adopted: June 1999
NJSBA Review/Update: April 2012
Readopted: June 2013

STAFF INVOLVEMENT IN DECISION-MAKING (continued)

Key Words

Representatives, Deliberative Groups; Staff Involvement

Possible

<u>Cross References:</u>	*1220	Ad hoc committees
	*2240	Research, evaluation and planning
	*6142.1	Family life education
	*6142.12	Career education
	*6144	Controversial issues
	*6162.4	Community resources
	*6171.3	At-risk and Title 1
	*9020	Public statements
	*9130	Committees

*Indicates policy is included in the Critical Policy Reference Manual.