Site Leadership Team (SLT) FAQs:

**1. What is the job description of an SLT member?**

The SLT, under the leadership of the principal, leads the development and implementation of the school improvement plan and contractually mandated decisions at a minimum. As mentioned above, “The principal, during SLT election process, will publish responsibilities and commitment requirements.” Part of the responsibilities include, being “responsible for two-way communication with the people they represent,” meeting at least monthly making decisions as indicated in the CBA:

**Early Release Days -** 7.2.A.l.3 pg. 38: *The PLCs on Early release days must be a minimum of sixty (60) minutes in length, but the SLT can choose to utilize the remaining 30 minutes to meet other building needs. Specialists who need to travel to other buildings will not be required to attend such meetings.* ***(Effective 2018-2019)***

*b. Four (4) district directed days, led and planned by the SLT in alignment with SIP goals and strategic plan* ***(Effective 2018-2019)***

*c. Five (5) Building directed days, with content determined by the SLT.* ***(Effective 2019-2020)***

**Staff Meeting and Retreat Content -** *7.2.A.2.d* pg 40 is as follows: S*taff meeting and retreat content is determined by Principal and SLT in alignment with the SIP and strategic plan, including but not limited to list on Page 40.*

**Review of Site Discipline Plan -** 9.1.C.5 pg 55: *Multiple times each year, sites, using their SLT, PBIS Team or other structure, will review the effectiveness and implementation of their site discipline plan to determine if revisions need to be made to increase the successful functioning of the school.*

**2. Can the job description include requirements beyond the contractual minimums? If so, who determines the job description for the SLT for elements that go beyond the minimum requirements?**

Yes, the job description can include responsibilities beyond those listed in the CBA to meet the needs of each school. For determining specific additional requirements, while the principal ultimately has the responsibility for the job description, the district and association agree that receiving input from the current SLT is a best practice. For example, before changing the description year to year we recommend that the principal bring the proposed changes to the current SLT to discuss requirements, answer questions, and resolve concerns--such as additional workload, time commitment, qualifications, whether the requirements might discourage people from participating, etc.-- before publication.

**3. Do SLT members representing grade levels/departments have to be the PLC Leads?**

While it might be the case that an SLT member is a PLC lead, it is not mandated or precluded in our CBA

As stated in our CBA, “The principal, during SLT election process, will publish responsibilities and commitment requirements, including decisions required by the CBA” (Pg. 2) *We further agree that the “Site Leadership Teams will be composed of members representing various groups in the learning community. These groups will be reflective of the building and will include, but are not limited to, Grade level / departments, Administrators, Association Representatives (AR). An invitation will be extended to ESPs. SLTs may include other labor groups.”*

**4. Can parents be a part of the SLT?**

Parents can participate in SLT meetings, as needed, but given that some topics and decisions are specific to staff members, they would not attend every time, or may not be present for the entire meeting.

**5. Who sets the agenda for SLT meetings?**

As the leader of the building, the principal sets the agenda, with input from the SLT. As agreed in our CBA, “*Teams should establish norms to ensure that all possible decisions comply with laws, CBAs, district policy, and the Strategic Plan, and that although an AR and admin should process check, compliance with these parameters is a shared responsibility.*

Thus, SLTs should establish norms for setting meeting agendas which ensure two-way communication with the SLT reps and those they represent.