**Bylaws for the School Leadership Team**

**at Next Generation Academy**

**Article I**: Name

The name of this committee is:

Next Generation Academy (NGA) School Leadership Team

3740 S. Holden Road, Greensboro, NC 27406

**Article II:** Purposes

School Improvement is a collaborative process to improve student performance that is supported through the general statue (115C-105.27) with representatives of all stakeholders. This process is focused on the development of a School Improvement Plan, generated by an elected body, the School Leadership Team (SLT). This team is comprised of teachers, parents, administrators and other key stakeholders.

Through this law, the School Improvement Plan will use the Education Value-Added Assessment System (EVAAS), End-of-Grade (EOGs), DIBELS and other relevant assessments to analyze student data and identify root causes for problems. This plan shall be clear, with unambiguous targets, explicit indicators and actual measures, and expeditious time frames for meeting the measurement standards.

Section I: The purposes of the Next Generation Academy (NGA) School Leadership Team are:

1. Recommend school policies and procedures for the students and staff
2. Develop and implement the school improvement plan
3. Facilitate, monitor, assess and amend the school improvement plan
4. Facilitate decision-making within the school community
5. Provide direction in the development of the professional development plan
6. Consult with the CEO and principal to make recommendations regarding the school budget.
7. Facilitate the school’s improvement in the following areas:

* Curriculum
* School Climate
* Classroom management/discipline
* Communication
* Parent Involvement
* Co-curricular activities

**Article III**: Basic Policies

The following are basic policies of the NGA School Leadership Team.

1. The organization shall be nondiscriminatory, noncommercial, nonsectarian, and nonpartisan.
2. The organization shall work with the community to provide quality education for all children and shall participate in the decision-making process by establishing school policies.
3. The organization shall seek to promote collaboration between parents, teachers, and the community, helping children to reach their full learning potential.
4. The organization shall schedule a meeting at least once a month that accommodates the participation of NGA School Leadership Team Members.

**Article IV**: Relationship with NGA

Section 1. The articles of organization of this School Leadership Team includes:

1. The bylaws

Section 2. This local School Leadership Team shall adopt bylaws for the government of the organization. These bylaws shall be reviewed and readopted, at least every three years.

Section 3. The adoption of an amendment to any provision of the NGA Bylaws shall serve automatically. This School Leadership Team shall promptly incorporate such amendments in its bylaws.

**Article V**: Membership

Section 1. There shall be representation on the School Leadership Team from each of the following areas:

* 1. Teacher grade level representative for each grade level
  2. One instructional support staff member from EC
  3. One instructional specialist
  4. One teacher assistant
  5. School principal
  6. Curriculum Specialist
  7. Parent member

Section 2. Participation in this School Leadership Team shall be open, without discrimination, to anyone who believes in and support the mission and purposes of the School Leadership Team.

Section 3. The school staff shall serve a term of two years on the School Leadership Team. At the end of two years, and/or as necessary, the member will rotate off and a new member will be elected as a replacement. To ensure that there is a consistency of membership from year to year, at least one-half of the composition of the team remain each year, while approximately one-half of the member rotate off the team. In case of attrition, the principal will appoint a replacement for the remainder of the term. School Leadership Team members are expected to regularly attend leadership team meetings.

**Article VI**: Elections, Meetings and Members

Section 1. Each member of the School Leadership Team must be elected by majority vote of the staff by secret ballot. All parent members of the School Leadership Team must be a parent of NGA and be elected by parents of children enrolled in the school. If the election does not result in a parent representative, the principal may appoint a parent to the team as needed. The parent representative name shall then be brought to the largest organization of parents for approval.

1. The election procedure as outlined in these bylaws shall be communicated and followed at election time.
2. Elections will be held each year no later than June 30th, for the upcoming school year.
3. The parent representative must be elected each year and may serve a maximum of two years.
4. The offices of the School Leadership Team shall consist of:
   * Chairperson/Curriculum Specialist
   * Co-chairperson/Principal
   * Secretary/Appointed
   * Timekeeper/Appointed
5. The date, time and location of meetings for the school year will be decided no later than September 1 of each year.

**Article VII**: Duties of Officers

Section 1. Chairperson

1. Meets regularly with the principal to discuss school issues and develop meeting agendas.
2. Makes sure that all items of discussion appear on the agenda.
3. Sends agenda to all staff and Leadership Team members prior to meeting date.
4. Leads meeting and facilitates distribution of agenda to all team members of the School Leadership Team.
5. Reminds team members about meetings at least one week in advance.
6. Assists in completing reports for the team.
7. Facilitates the public notification of meetings.
8. Maintain copies of minutes and quarterly/annual reports, agenda and other important documents.

Section 2. Co-Chairperson

1. Runs the meeting when the chairperson is absent.
2. Assumes all responsibilities of the chairperson in the event that the chairperson in unable to complete his or her term.
3. Assume the position of chairperson the following year.

Section 3. Secretary

1. Takes minutes at all meetings that clearly reflect the activities of the School Leadership Team.
2. Distributes minutes to the School Leadership Team and staff no later than one week after the meeting.
3. Emails the minutes of each School Leadership Team to staff members and webpage representative to post.

Section 4. Timekeeper

1. Assists team in establishing the length of each meeting and/or the time frame for each agenda item.
2. Monitors time throughout meeting and reminds team of time frame.

Section 5. Team Members

1. Attend meetings regularly.
2. Represent the interests of their constituent group and the school, not just their own.
3. Make every effort to designate a replacement in the event of an absence.
4. Determine how to engage stakeholders in meaningful ways in school affairs.
5. Commit to working collaboratively with stakeholders, by meeting before and after the school leadership team meetings, to discuss and share information.
6. Communicate curriculum issues and concerns of constituent group at least 1-week prior to meeting, to the chairperson. Bring to team meetings and communicate the activities and decisions made by School Leadership Team to stakeholders.
7. Develop a School Improvement Plan to strengthen student performance through reviewing school data and annual performance school goals.

**\*Reviewed and Approved: January 14, 2025**

(Date)