

The duPont Manual PTSA will hold an online election for a parent member of the School Site-Based Decision Making Council May 1 - 4, 2017.

Information about the SBDM Council

The council is the governing body for duPont Manual High School. It determines school policy for curriculum, staffing, discipline, scheduling, instructional practices, extra-curricular activities and other matters pertinent to the operation of the school. The council usually meets once a month. Meetings have historically been held the first Wednesday of each month at 3:00 p.m.

The council is made up of the principal, 3 teachers and 2 parents. To ensure a staggered two-year term, this year's parent member election will be for one parent representative who will serve a two-year term from July 2017 to June 2019.

Eligibility to serve as a parent member

Any parent, step-parent, foster parent or legal guardian of a student who will be attending duPont Manual during the term of office may run for a position on the council. A parent is ineligible if he/she is an employee or relative of an employee of duPont Manual or of the JCPS central office or a JCPS school board member or spouse of a school board member. Parents interested in serving on the council are required to attend state-mandated SBDM training (6 hours for new members, 3 hours for experienced members) and attend monthly SBDM council meetings. In addition, candidates should be willing to serve as a vocal representative of the parent perspective on the council; review the agenda and related materials prior to council meetings; take responsibility for disseminating information about council activities to parents; create and utilize mechanisms for obtaining parent input on issues before the council; provide contact information to Manual parents; and meet with other parent council members to debrief on council issues and prepare for council meetings.

To run for SBDM

If you would like to run for a parent position on the council, please complete the attached nomination form and return via email to Vidya Ravichandran, vidya@glowtouch.com, or mail/drop-off to duPont Manual Main Office with a deadline to receive of Tuesday, April 11, 2017. You may nominate yourself or another eligible parent, if you have that person's consent.

To review candidates' qualifications

The slate of candidates for this position will be posted on the PTSA website by April 19, 2017:

<http://dupontmanual.com/manualptsa/links/sbdm/>

To vote

You may vote in the election if you are the parent, step-parent, foster parent or legal guardian of a student who will be attending duPont Manual High School during the 2017 - 2018 school year. Voting will take place online Monday, May 1st through Thursday, May 4th at 11:59 p.m. The link for the online voting will be listed on the PTSA website by April 29, 2017.

For more information on SBDM in Kentucky, visit www.education.ky.gov and enter SBDM in the search box or go to <https://www.jefferson.kyschools.us/about/leadership/sbdm>. If you have questions, please contact **Vidya Ravichandran**, PTSA SBDM Election Coordinator, at vidya@glowtouch.com.

**duPont Manual SBDM Council
Nomination Form**

DEADLINE: Nomination form and supporting documents must be received no later than **Tuesday, April 11, 2017.**

RETURN TO: duPont Manual High School
Attn: PTSA SBDM Elections Committee Chair
120 West Lee Street, Louisville, KY 40208

OR RETURN VIA EMAIL TO: vidya@glowtouch.com with a subject line that reads: duPont Manual SBDM. Scanned copies are acceptable.

The School Based Decision Making Council determines Manual's school policy for curriculum, staffing, discipline, scheduling, instructional practices, extracurricular activities and other matters pertinent to the operation of the school. The council meets once a month. Meetings have historically been held the first Wednesday of each month at 3:00 p.m.

The council consists of the principal, three teachers and two parents.

ELIGIBILITY: A parent council member shall be a parent, step-parent, foster parent or legal guardian of a student enrolled at duPont Manual during the term of the office. (Parents of incoming freshmen may apply now because enrollment occurs before the term of office begins.) A parent is ineligible if he/she is an employee or relative of an employee of duPont Manual or of the JCPS central office, or a JCPS school board member or spouse of a school board member. You may nominate yourself or someone else, with their permission.

One parent representative will be elected to serve from July 2017 – June 2019.

NOMINEES MUST SUBMIT a short resume and brief description of why you would like to be elected to this position. This information will be available online to all parents by April 19, 2017.

THE ELECTION will be held online May 1, 2017 through May 4, 2017 at 11:59 p.m.

Name of Nominee: _____

Address: _____

Email Address: _____

Daytime Phone: _____ Evening Phone: _____

Name(s) and grade(s) of related child/children enrolled at duPont Manual 2017-2019:

Nominated by: _____ Date: _____

I accept this nomination and hereby certify that I am eligible to serve on this council and meet all qualifications as described above.

Signature of Nominee: _____ Date: _____

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<https://www.jefferson.kyschools.us/about/leadership/sbdm>*