May 5, 2020

Parent Volunteer Service Opportunities School Year 2020-2021

Parents

As we approach the end of School Year 2019-2020, it is time to hold elections for two organizations which serve McKinley Tech Education Campus – the Local School Advisory Team (one for the middle school and one for the high school) and the McKinley Tech Education Campus Parent Teacher Organization, that serves both schools. Information on both organizations and opportunities are below. Due to the current stay at home environment, we are only accepting self-nominations this year. Nominations will be accepted through 11:59 pm on May 21. All nominations should be submitted via email to Dr. Jones or louise.jones@k12.dc.gov or to the MTEC PTO at mtecpto@gmail.com and include the organization you wish to serve on, your name, contact information, and a brief personal statement of why you want to serve. We will create a ballot and send out an electronic poll on June 1. Elections will occur before the end of June to facilitate transfer of office and planning for next year.

Local School Advisory Team (LSAT) (one for middle school and one for high school)

The Local School Advisory Team (LSAT) is a group of elected and appointed members that exists for every DCPS school. The team (formerly the Local School Restructuring Teams) consists of parents, teachers, non-instructional school staff, a community member, and in some cases students, to advise the principal on matters that promote high expectations and high achievement for all students. LSATs are a key lever to increasing transparency at DCPS and ensuring decisions affecting school communities are made collaboratively with the help of a diverse group of school stakeholders. As such, every District of Columbia public school must have a functioning LSAT that is constituted according to the LSAT Guidelines, and that conducts the business outlined therein.

Primary Responsibilities

- Working with the principal on initial development, regular monitoring and continuous refinement of the local Comprehensive School Plan (school goals), including the supporting budget;
- Advising the principal on school priorities;
- Reviewing data in order to be informed about school needs and trends;
- Using assessment results to develop specific strategies for research-based school improvement;
- Alignment of strategic and specific goals and objectives of DCPS.
Each LSAT requires 4 Parents/guardians who have children enrolled in the school, elected by the parents.

McKinley Technology Education Campus Parents Teachers Organization (MTEC-PTO)

The purposes of the MTEC-PTO are:

a) To support the education of children and youth at McKinley Technology Education Campus;
b) To bring into closer relation the home and the school so that parents, guardians, families, administrators and teachers at McKinley Technology Education Campus may cooperate intelligently in the education of children and youth;
c) To promote mutual cooperation among the families, teachers and school administrators of the McKinley Technology Campus, the District of Columbia government, the general public and the larger community; and
d) To serve the best interests of the students that attend MTEC schools and other District of Columbia Public Schools.

Officers and Primary Responsibilities:

The president shall:
- Preside at all meetings of the MTEC-PTO;
- Serve as an ex officio member of all committees except the nominating committee;
- Coordinate the work of the officers and committees of the MTEC-PTO in order that the purposes may be promoted;
- Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the Executive Board; and
- Serve as the primary contact for the principal.

The vice presidents shall:
- Act as aides to the president;
- Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the president, the Executive Board.

The secretary shall:
- Record the minutes of all meetings of the MTEC-PTO and maintain in a central location;
- Be prepared to read the records of any previous meetings;
- Maintain a membership list;
- Provide notification of meetings to the membership.

The treasurer shall:
- Have custody of the funds of the MTEC-PTO;
- Maintain a full account of the funds of the MTEC-PTO;
• Make disbursements as authorized by the president, executive board, or the MTEC-PTO in accordance with the budget adopted by the MTEC-PTO;
• Cause to be kept a full and accurate account of the receipts and disbursements in the books belonging to the MTEC-PTO;
• Present an annual report of the financial condition of the organization.

If you are interested in serving in any of these capacities, either on an LSAT or as a board member of the MTEC-PTO, please send your information including: name, contact information, organization you wish to serve on (if LSAT indicate middle school or high school), position if for the MTEC-PTO, and a brief statement regarding your reasons for serving. Again, we are only accepting self-nominations and they are due by May 21 to either louise.jones@k12.dc.gov or mtecppto@gmail.com.