



**REA FARMS STEAM ACADEMY  
SCHOOL LEADERSHIP TEAM  
BY-LAWS**

**ARTICLE I: NAME**

Section 1: The name of this School Leadership Team (SLT) shall be the Rea Farms STEAM Academy located at Rea Farms STEAM Academy, whose address is 11532 Golf Links Drive Charlotte, NC 28277.

**ARTICLE II: AUTHORITY**

Section 1: The authority of this team is derived from North Carolina General Assembly (G.S. 115C-105.27 and in accordance with G.S. 115C-288(1).

**ARTICLE III: PURPOSES**

Section 1: To facilitate the development of the School Improvement Plan (SIP) that includes goals that are qualitative, objectives that are quantitative, and strategies that are based on:

- a. School Profile Information
- b. School Beliefs and Missions
- c. Analysis of data relating to the desired results for student learning, instructional excellence and organizational effectiveness
- d. Annual performance goal for Rea Farms STEAM Academy as set by the State Board under G.S. 115C-105.35.

Section 2: To monitor, assess, and amend the SIP.

Section 3: To advance policies and procedures that honor STEAM Magnet Concepts while enhancing NCSCOS achievement goals and meeting educational, safety, and parent involvement goals.

Section 4: To increase the capacity of the school to address parent and staff concerns.

Section 5: To facilitate decision making, two-way communications, and to make important data available.

Section 6: To build the capacity of the school to improve the goals set forth in The 2024 Strategic Plan.

#### **Article IV: MEMBERSHIP**

Section 1: In addition to the Principal, the composition of the SLT shall be the Assistant Principal, 6 additional staff members *to include 1 K-2 teacher, 1 3-5 teacher, 1 6-8 teacher, 1 Support Staff Member, 1 Special Area/Elective Teacher, 1 Instructional Assistant* for a total of staff members plus school administration to total 8. It is the intent of the General Assembly that parents, along with teachers, have a substantial role in developing the school improvement plan. Therefore the PTA President along with 6 elected parents will be elected to the SLT, The team will be comprised of a total of 15 people (unless another member is appointed by the principal – see Section 4).

Section 2: All staff positions shall be elected by secret ballot (using paper pencil or virtual voting), cast by staff members in each represented group (K-2, 3-5, 6-8, Support Staff, Specialists, and Instructional Assistants)

Section 3: Parent members of the SLT shall be elected by secret ballot in a virtual vote.

Section 4: The parent membership and the electoral ballot shall reflect the racial, geographic and socioeconomic status of students in the school. If this balance does not occur in the election process, the Principal may make appropriate appointments. SLT wishes to honor the spirit of balanced representation for the parent membership.

Section 5: One parent member shall be the President of the PTA or a designee.

#### **ARTICLE V: MEETINGS**

Section 1: The SLT shall meet at least once a month,

Section 2: The SLT shall coordinate meetings with all school calendars to avoid conflicts.

Section 3: Specially called meetings or changes in the date and time of SLT meetings shall be called by the Chairperson/Co-Chairperson of the SLT and the Principal at least 5 working days before the change.

Section 4: All meetings shall be held at a time and place convenient to the majority of all of the members.

Section 5: Meetings shall be open to the public; however, only SLT members will participate in the meetings. A time for public comments will be added to the agenda and stakeholders are encouraged to communicate with elected members in order to share information or concerns . SLT meetings will be closed to the public when the discussion will pertain to student safety procedures.

Section 6: Minutes shall be given to each SLT member and posted within one week after the meeting on the Rea Farms STEAM Academy Website.

## **ARTICLE VI: OFFICERS**

Section 1: The Officers of the SLT shall be the Principal, an elected Chairperson (parent), Co Chairperson (classroom teacher), Recorder and Timekeeper.

Section 2: The Chairperson shall:

- a. Lead meetings
- b. Notify the public of meetings
- c. Review progress of objectives of the SIP
- d. Follow up on member assignments

Section 3: The Chairperson and Co-Chairperson shall work together to:

- a. Meet with the Principal to discuss priorities and to set the agenda
- b. Review the minutes from the last meeting
- c. Request agenda items for next meeting
- d. Confirm next meeting date

Section 4: The Co-Chairperson shall:

- a. Act Conduct meetings in absence of Chairperson
- b. Become Chairperson if Chairperson is unable to complete term, until a parent election is held
- C. Be a classroom teacher

Section 5: The Recorder shall:

- a. Record the minutes at all the meetings
- b. Distribute minutes within one week of last meeting to every team member
- c. Provide minutes to School Webmaster for posting on the website
- d. Maintain a file of all minutes and agendas

Section 6: The Timekeeper shall:

- a. Assist the SLT in adhering to the length of each meeting and the time frame for each agenda item
- b. Monitor time throughout meeting and remind SLT of time frame as meeting progresses

## **ARTICLE VII: TERM LIMITS**

Section 1: Elections to the SLT shall be completed by June 10 of each school year.

Section 2: Parents shall be elected to a three year term and can serve a maximum of two consecutive terms.

Section 3: Staff members shall be elected to a one year term and can be elected for multiple terms by their peers with a maximum of three consecutive terms.

Section 4: In the case of a vacancy, an election shall be held to fill the vacancy for the remaining term.

- a. In the case of a vacancy of an SLT officer, an election by the current members of SLT will be held as soon as possible.