ARTICLE XII: SHARED DECISION MAKING

12.1 There shall be a Shared Decision Making (SDM) Committee at each school site.

12.2 Purpose of the SDM Committee:

The SDM Committee shall make decisions regarding site procedure, policy and planning. The committee shall ensure decisions align with CUSD Board of Education policy, goals and state/federal mandates. The committee shall not engage in day-to-day administration or execution of policy or plans.

The SDM Committee shall:

12.2.1 Address the educational program, site and district goals to meet the needs of students at the school site.

12.2.2 Interact and consult with parent organizations such as the Parent Faculty Association and the School Site Council to assess the overall school concerns in order to promote overall school governance and direction.

12.2.3 Parents may be invited by the SDM Committee to provide input when the issues are pertinent to parents and/or the community.

12.2.4 Classified employees may be invited by the SDM Committee to provide input with the issues are pertinent to classified staff.

12.3 Responsibilities of the SDM Committee:

12.3.1 Remain current in research relating to Shared Decision Making.

12.3.2 Provide input to the School Site Council on the Single Plan for Student Achievement.

12.3.3 Design programs to address curricular and social areas of improvement.

12.3.4 Provide grade level and department articulation and program development, within District policy and State and Federal guidelines.
12.3.5 Establish pupil discipline procedures, with the concurrence of the site and District administration.

12.3.6 Assist the principal in defining topics for site-based staff development, based on needs enumerated in the school plan process.

12.3.7 Establish a budget within the dollar amount(s) specifically allocated by the District.

12.4 Procedures of the SDM Committee:

12.4.1 To attain consensus among all members of the SDM Committee is the primary goal. Both parties recognize that decisions by consensus are most effective in promoting cooperation and commitment to the decisions of the SDM Committee. Only if consensus cannot be reached shall decisions be made by a majority vote. The vote required shall be a majority of the committee members present at the meeting.

12.4.2 An agenda will be prepared by the chair of the SDM Committee prior to each meeting. Minutes will be published by a recorder, selected by the committee and distributed to all staff.

12.4.3 Decisions of the SDM Committee with respect to function and responsibilities are subject to review and approval by the Board of Education or their designees. Decisions of the SDM Committee will align with the Goals and Core Values of the Board of Education, site goals and state/federal mandates.

12.5 Membership of the SDM Committee:

12.5.1 The Association site members shall elect its SDM Committee members representing grade levels and/or departments at each individual site. The remainder of the committee(s) shall be comprised of one administrator from the site.

12.5.2 The SDM Committee’s membership will be elected no later than October 1st of each school year.
12.5.3 Process of election of the SDM Committee chair will be determined by unit members at the site. Any committee member can be elected to be the chair of the committee.

12.5.4 The SDM Committee chair shall be elected no later than November 1st of each school year.

12.5.5 The SDM Committee may also elect parent, student and classified members to be regular members of the SDM Committee.

**12.6 Term of the SDM Committee:**

12.6.1 The term of a SDM Committee member shall be one school year unless Association site members vote to change the committee term to two years.

12.6.2 If a vacancy occurs, the unit members at the site shall appoint a replacement, in the category or grade level at which the vacancy occurred.