



ROLES AND RESPONSIBILITIES

Positions for Local School Union Leadership

Building Representative- An elected representative for the Union, or a Union designee in each school, school administrative unit, or school functional unit shall serve as chairperson of the School Chapter Advisory Committee.

Alternate Delegate- The elected alternate delegate will attend Representative Assembly meetings when the Building Representative is unable to attend.

School Chapter Advisory Committee- The SCAC committee should consist of not more than seven (7) members of the Union in each school, school administrative unit, or school functional unit. There shall be only one School Chapter Advisory Committee in each school, school administrative unit, or school functional unit regardless of the number of bargaining units represented by the Union, except where there is more than one supervisor.

Local School Advisory Team- A consensus group of administrators, parents, teachers, support staff, union representative, community representative and students who are elected and/or appointed to advise on matters of local school policy.

Personnel Committee- Each school will have a standing Personnel Committee who will interview and recommend all candidates for any vacant positions at the school. The members of the Personnel Committee will include: the administrator or his/her designee; the WTU Building Representative or his/her designee; the department head or grade level chairperson (or his/her designee) from the department or grade level affected by the vacancy, or a member of the appropriate non-Teacher employee group (e.g., custodians, paraprofessionals); at least one additional Teacher, but not more than (4), elected by the WTU chapter at the school; and a parent of a current student mutually selected by both WTU Building Representative and the Supervisor.

After interviewing the candidates, the Personnel Committee will rank the candidates in order of preference using a consensus method. This recommendation will be forwarded to the administrator, who will make the final hiring decision from those ranked by the committee (Reference WTU contract; page 6).

Representative Assembly- Subject to the final authority of the membership, the general governing body of the WTU shall be the Representative Assembly. This assembly shall consist of members of the WTU who are elected by the members. Elections for the Assembly shall be as follows:

- A. Representative Assembly members shall be apportioned on the basis of one for every twenty-five members, or major portion thereof, in good standing in the Union with not less than one representative per building.
- B. The Building Representative or his/her designee shall be the ranking delegate from each building.