

CAC Training Summary Handout: Membership

August

Principal

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Classified Staff Representative

1 minimum; 2 maximum

Are voting members

Must be assigned to the CAC's school

Examples of Classified Staff Representatives include clerical staff, custodial staff, and cafeteria staff.

Community Representative

1 minimum; 1 maximum

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PTA President or President's Designee

Automatically serves on the CAC

Is a voting member

Terms of Service

All representatives serve for 2 years.

There is no limit to the number of times a representative can serve.

Membership renewal is not automatic.

Persons wishing to renew membership must make their interest known and go through the same process for membership as everyone else.

Officers

There are two elected officers on each CAC: two Co-chairs.

All of the elected officers must be voting members.

One of the Co-chairs must be elected from the staff members, and one from the non-staff members.

Principals and other School Administrators are not considered Professional Staff and so they cannot serve as officers.

All of the officers serve for 1 year.

Officer renewal is not automatic.

There is no limit to the number of times an officer can serve