

Office for Family Engagement & Advocacy
Clarifying the Role of School Employees on a Parent Association

June 10, 2010

Dear Parents, School Employees, and School Administrators,

The Office for Family Engagement (OFEA) has received several inquiries regarding the eligibility of school employees to serve on the executive board of a Parent Association (PA).¹ This memorandum serves to remind all school communities that the policy has not changed and that school employees may not serve as PA executive board members of the PA in the school in which they are employed.

Chancellor's Regulation A-660 provides that school employees who are employed at the school their child attends may not serve as members of the executive board or the nominating committee of the PA (see Chancellor's Regulation A-660, Section I.E.3). This restriction equally applies to school employees who do not have children attending the school. The Regulation sets forth the nominating committee's responsibilities in verifying candidate eligibility and explains that only parent members (not staff) are eligible to run for any office, provided that they meet the following criteria: (1) they have not been prohibited from serving on a PA executive board by the Chancellor, Chancellor's designee, or the Chief Family Engagement Officer (CFEO); (2) they are not excluded by a term limit provision present in the bylaws and; (3) they meet the criteria for PA membership in Section I.D.1 (see Chancellor's Regulation A-660, Section I.F.2.B). Likewise, school supervisory staff (principals, assistant principals, and supervisors) may not run for office or be members of the PA in the school in which they are employed (see Chancellor's Regulation A-660, Section I.D.2).

While school employees and supervisory staff make valuable contributions to many PAs across the city, having parents serve as executive board members of these associations fosters the development of parent leaders in all of our schools. In addition, Chancellor's Regulation A-655 and New York State Education Law 2590 provide that PA Presidents serve as mandatory members on the School Leadership Team (SLT). Chancellor's Regulation D-140 further provides that selectors of the parent members of each Community Education Council (CEC) shall be the three PA/PTA officers from every school located in the community school district (i.e., President, Secretary, and Treasurer). To maintain the strength of the parent voice on the SLT and the right of parents to select their CEC representatives, school employees and supervisory staff may not serve as members of the executive board.

If you have any questions regarding this policy, please contact OFEA at 212.374.4118.

Regards,
The Office for Family Engagement and Advocacy

¹ The term PA refers to both parent associations and parent-teacher associations.