

## COMMACK MIDDLE SCHOOL PTA

Dear Parents:

We are now seeking candidates to serve on the School Based Management Team for the 2019-2020 school year.

A School Based Management Team (SBMT) is a team of school partners: teachers, parents, administrators, and support staff who work together as a team to help the school address the educational needs of the students and set new directions for the school. The following criteria must be met in order to be eligible to become a representative on the team:

- Parents must have a child attending CMS.
- Parents may serve one year.
- Parents must be residents of the district.
- Parents **cannot be employees** of the district in any capacity: part-time, full time, temporary, or permanent.
- There are no limits on the number of terms a person may serve.
- A person can serve on only one SBMT at any given time.
- All team members must be accountable:
  - To their constituent group by collecting information and providing feedback relative to SBMT activities.
  - For the implementation of the district-wide plan as it pertains to their SBMT.
  - For working toward consensus among the SBMT members.
  - For carrying out their duties as described in the District Plan.
  - Additional requirements are in the SBMT District Plan.

The District will provide required SBMT training.

The SBMT will meet at least once a month during the school year, and more frequently if necessary. Actual dates and times will be determined at the first meeting but typically these meetings have been once a month at 3:00 pm at CMS.

**If you would like to be considered as a parent volunteer for this very important team, please email us at [commackmiddleschoolpta@gmail.com](mailto:commackmiddleschoolpta@gmail.com).** Please use 'SBMT Application' as the subject of the email and include your name and the grade(s) your child/children will be in next year, as well as your address, home and cell phone numbers. You will be contacted for an interview in May.

**ALL REQUESTS MUST BE RECEIVED NO LATER THAN FRIDAY, MAY 3, 2019.**

Sincerely,

Tara Darvassy & Lisa Monte  
CMS PTA Co-Presidents