

MEMORANDUM

DATE: April, 2008

TO: -Principals -PTAs
-Campus Improvement Committees (*Site Based Teams*) -Parent Organizations (*Booster Clubs, etc.*)
-District Improvement Committee

FROM: Marie Morris, Ph.D., Assistant Superintendent for Curriculum & Instruction

RE: CALL FOR NOMINATIONS FOR PARENTS, COMMUNITY MEMBERS, AND BUSINESS REPRESENTATIVES FOR DIC

IISD is seeking nominations for parents, community members, and business representatives to serve on the District’s Improvement Committee (DIC) for 2008-2009. Please help us spread the word, as well as, consider self-nomination.

This Committee’s purpose is to advise the Superintendent and staff in the planning, operations, supervision, and evaluation of the District’s educational program. Specific jobs are to:

- 1) assist with the development and/or revision of the District’s improvement plan;
- 2) hold a public hearing annually to discuss the performance of the District;
- 3) review the District’s discipline management program and student code of conduct as recommended by the student discipline committee;
- 4) approve district-wide staff development plans;
- 5) assist in defining the respective roles and responsibilities pertaining to planning and decision-making at the District and campus levels;
- 6) periodically obtain broad-based community, parent and staff input and provide information to those persons regarding recommendations of the committee;
- 7) review and approve waivers; and
- 8) other duties as assigned by the Board of Trustees.

A parent must have a student currently enrolled in IISD and not be a District employee. A community member may not be a parent of an IISD student, must be 18 or older, reside in the IISD, and may not be a District employee. A business representative does not have to live in the District, but must be employed in a business either in or out of the District. All members will serve for two years.

A list of those returning for their second year and positions that are vacant is on the back of this memo.

Nominations can be made by completing the form below and returning it to a principal or to my office. Please turn in nominations by June 15.

(Please detach form and return to school principal or Dr. Marie Morris at the IISD Administration Bldg.)

IRVING ISD IMPROVEMENT COMMITTEE NOMINATION FORM

Name of Nominee: _____

Home Address: _____

Home Phone #: _____ Fax #: _____ Email Address: _____

Place of Business: _____ Work Phone Number: _____

Children Attend: _____

(list all applicable campuses)

Return to: Dr. Marie Morris
IISD Administration Bldg.
2621 W. Airport Freeway
Irving, TX 75062

Position Sought (check all that apply):
 Parent Representative
 Community Representative
 Business Representative
 Other (school representative)

Nominee’s Signature

Phone: 972-215-5020 Fax: 972-215-5022