

This document answers frequently asked questions about the School Local Measures Committees to supplement guides for [elementary schools](#), [middle schools](#), and [high schools](#), released in June and updated with approved assessments in August. Under the new teacher evaluation and development system, School Local Measures Committees are responsible for making annual recommendations to their principal about: 1) the Local Measures assessment options that all teachers in the school will implement, and 2) the growth measurements that will be used to calculate teachers' scores based on assessment results.

1. What happens if a School Local Measures Committee does not meet the September 9th deadline, either because the committee cannot agree or because members were not available over the summer and the committee needs additional time?

A school whose School Local Measures Committee does not meet the September 9 deadline will use the state-defined default measure, which provides meaningful Measures of Student Learning for teachers without creating additional work for the school.

2. Who determines School Local Measures Committee meeting times, in the event that all committee members do not agree or cannot identify times at which all members can attend?

The School Local Measures Committee should vote for a chair, who should make every effort to facilitate meeting times for which everyone is available. Only when this is not possible, the chair will serve as the final arbiter on committee meeting times.

3. Should the principal and chapter chair identify alternate School Local Measures Committee members in case any member(s) have to miss scheduled meeting times?

Both the principal and the chapter chair should each consider appointing an alternate who can commit to attending all of the meetings in a non-voting capacity. The alternate will be compensated in the same way as the other members of the committee. The principal or chapter chair's alternate stands in as a fully participating and voting committee member if one of the principal or committee chair's appointed committee members is absent. In schools that chose their School Local Measures Committee members through a voting process, alternates should be chosen through a voting process as well.

4. Does the School Local Measures Committee decision have to be unanimous; is it majority rule, something else?

A committee can successfully pass one of the options with a simple majority, i.e., five votes in favor. However, ideally, committees should work collaboratively in an effort to reach consensus.

5. How are votes conducted for the School Local Measures Committee (show of hands, ballot, etc.)?

Each committee should decide on the method of voting.

6. Is attendance at meetings required to vote? What constitutes a quorum that must be present in order for a School Local Measures Committee meeting and/or a vote to take place?

The state-defined guidelines around committee formation and voting do not specify that members must attend meetings in order to vote, and do not specify that a quorum is required for a meeting or vote.

The intent of the committee process, however, is to create a recommendation that will be best for each school. Committee members need to take their participation seriously and make best efforts to attend the scheduled meetings. Whenever possible, a vote should only take place on a date where all committee members are available to attend. Any school that cannot successfully conclude the committee process will use the state-defined default measure.

- 7. Does anybody on the School Local Measures Committee have veto power, even if all other members agree?**
Nobody on the committee has veto power. The committee may choose to present a recommendation to the principal or not. The principal reviews the recommendations and either agrees or disagrees with the recommendations. If the principal does not agree, or if the committee does not present a recommendation, the school will automatically default to the state-defined option.
- 8. What happens if the School Local Measures Committee agrees on Local Measures for some teachers/grades but not all?**
The committee can present an incomplete plan to the principal. Those teachers/grades (in which there is a choice to make) that the proposed plan does not cover will automatically revert to the state-defined default option.
- 9. What happens if a school exhausts its schedule of meetings without having reached a decision?**
The school will automatically default to the state-defined option, which provides meaningful Measures of Student Learning for teachers without creating additional work for the school.
- 10. If the principal and chapter chair agree on the state-defined default option, is the principal still required to convene the committee? What if the principal and the chapter chair agree, but a substantial portion of the faculty does not and wants to engage in the committee process?**
The principal is required to convene a committee. Each committee should meet and go through the decision-making process. Following the process, the committee makes a set of recommendations to the principal. The principal reviews the recommendations and either agrees or disagrees with the recommendations. If the principal does not agree, the school will automatically default to the state-defined option, which provides meaningful Measures of Student Learning for teachers without creating additional work for the school.
- 11. How will new schools create a School Local Measures Committee if the whole staff is fewer than eight people and/or they have not yet chosen a Chapter Chair?**
In new schools, the Committee must consist of at least four staff members; these can include teachers and the principal or his/her designee. All UFT teachers on the new school staff should be invited to participate as committee members. Generally, the principal is encouraged to participate in the Committee to ensure alignment between state and locally selected measures.
- 12. How will new schools get support through this process?**
New schools will be supported by their networks and MOSL specialists, just like other schools. In the event that a new school cannot attend the network training or needs extra help, the Office of New Schools will also assist in supporting them.