

ADMINISTRATION

A. Organizational Structure

The organizational structure for the personnel advisory committee is as follows:

1. Representative from each elementary school,
2. Representatives from each secondary school,
3. Representatives from Lynchburg Education Association,
 - 1 - Representative from the bus drivers,
 - 1 - Representative from the cafeteria staff,
 - 1 - Representative from the custodial staff,
 - 1 - Representative from the mechanics' group,
 - 2 - Representatives from the principals' group,
 - 1 - Representative from the nurses' group,
 - 1 - Representative from the aides' group,
 - 1 - Representative from the LAUREL School

B. Selection of Members

Committee members will be selected by their faculty or group.

C. Meetings

Meetings will be held monthly on the fourth Thursday, 3:30 - 4:30 p.m., in the administration building or one of the schools.

D. Agenda

Issues and concerns will be mailed or called in to the superintendent's office a week to ten days prior to the meeting. The agenda will be drawn from these concerns.

E. Meeting Summaries

A written summary of these meetings will be sent to each member and school for posting.

Approved by Superintendent: August 14, 1979

Revised by Superintendent: August 20, 1984