

Parent Groups in New Jersey

A Guide to Developing & Conducting an Effective Group

QUICK FACTS

Engaging the School District During a Change in Administration

When a school or school district's administration (e.g., superintendent, director of special education) changes, parent leaders need to take several steps before, during, and after any new leadership comes on board. The following are tips and strategies parent leaders can follow for a smoother transition.



Before a Change in Leadership Takes Place

- Attend Board of Education (**BOE**) meetings and encourage parents/community members to attend
- Let the **BOE** know what parental concerns and priorities the new leadership should consider.
- Organize school community meetings with current leadership to discuss what parents and the community are looking for in the new leadership.
- Identify the top concerns for students and families and ask how new leadership will address them.
- Become informed on the issues facing the school district and be prepared to make suggestions.
- Research the prospective candidates to see what their strategies have been in the past and what experience they have in addressing the change families want to see happen in their district.
- Ask to be involved in the selection of the new leadership
- Request to participate in the open forum when prospective candidates are interviewed by the BOE.
- Research the background experience of new leadership, including their partnership with parent groups.
- During open forums, ask candidates about their plan to improve special education programming.

During a Change in Leadership

- Invite prospective candidates to attend a parent group meetings and share changes that parents would like to see in the school district
- Request information from the BOE on how the district will be handling the transition in leadership

After a Change in Leadership Occurs

- Reach out to the new leadership and attend any Meet & Greet
- Become involved in any initiatives implemented by the new leadership that support engagement of families in the district's improvement efforts and aim to create transparency and accountability in decision-making
- Organize a public forum meeting with the new leadership and ask what positive steps they will be taking based on the concerns they have received from families
- Introduce yourselves to the new leadership and be a resource to them
- Stay active and continue attending BOE meetings in order to learn more about the upcoming changes with the start of the new administrator(s)
- Model strong communication and working relationships with the goal of meeting students' needs

