

## **Minority election frequently asked questions**

Now that the Superintendents Annual Attendance Report (SAAR) data has been released, some councils may need to hold a special election to add a minority member or members. The following are some frequently asked questions relating to how to hold an election for a minority member:

**1. Who conducts the election for additional minority members?**

The principal is responsible for conducting elections for additional minority members. [KRS 160.345](#) gives specific guidance to the principal about how to hold the special elections for an additional parent and teacher representative.

**2. What if I have a minority child, but I am a non-minority parent?**

The candidate who wishes to be elected as a minority representative on the school council must be the minority. However, if a person declares himself or herself a minority, they should be considered so for the purpose of fulfilling the requirements of minority council member.

**3. When must a school have an election for minority representatives?**

If a school has 8 percent or more minority enrollment as of Oct. 1 preceding the initial parent or teacher election, the school must have minority representation on the school council. If a minority member is elected to the school council in the initial parent or teacher elections, or if the principal is a minority, then the school council is not required to elect additional minority members. Otherwise, an additional election to select a minority parent and a minority teacher must be held. A minority member cannot be appointed; there must be documentation of an election.

An election for minority representation will result in an increase from six members to eight on a single council. This does not require an Alternative Model application to be filed.

**4. What if only one minority teacher is employed in a school?**

If only one minority teacher is on staff, an election must still be held and the candidate requires majority vote. The minority council member may remain on the council until the next election. If the only minority teacher is unavailable or unwilling to serve on the council, the position is listed as vacant. A non-minority teacher cannot be substituted to serve as a minority representative.

**5. What if no minority teachers are members of the school staff in a school with 8 percent or more minority student population?**

An additional teacher member shall be elected by a majority of all the teachers.

**6. Our school has only one minority teacher and they are not willing to serve on the school council as a minority representative. Can we elect another teacher who is not a minority to serve in their place?**

No. If the school has a minority teacher or teachers and they are unable or unwilling to serve, the seat on the school council must be listed as vacant.

## Minority flowchart

The School-Based Decision Making (SBDM) office at the Kentucky Department of Education (KDE) has created a [Minority Election Flowchart](#) to help councils and coordinators take the correct steps when considering the need to add minority members. Please use this tool to help guide you before, during, and after the minority election.

## Upcoming training modules

Mostly likely, all council members have already completed their required training or are on track to do so for the 2017-18 school year. However, in the SBDM office, we are already planning future training modules that can be used next training cycle.

We are seeking your input and ideas for new training module topics. Please complete the short [SBDM Training Modules Survey](#) and let us know what needs you have for new training sessions.

**Office of Continuous Improvement and Support**

*Division of Consolidated Plans and Audits*

[Neil Watts](#)

Branch Manager

(502) 564-3791, ext. 4054