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DATE: March 28, 2025
TO: Principals
FROM: Lisa Dean, Chair, Licensed Educator Advisory Committee (LEAC)
SUBJECT: LEAC Elections and Meeting Date

The Jordan Board of Education is pleased to announce that the Licensed Educator Advisory Committee (LEAC), which is made up of licensed employees from every school in the District, will resume meeting next month. The purpose of this committee is to give the Board information and feedback regarding issues that affect licensed employees.

The meeting will be held on Wednesday, April 23, 2025, from 4 - 6:00 p.m. at JATC South, 12723 South Park Avenue (2040 W.) in Riverton.

REPRESENTATIVES

Elections will need to be held as soon as possible after spring break. The Board requests that the LEAC representatives elected from your school have not previously served on the committee.

Committee members will meet once this year and at least twice next year.

Elementary and special schools, Valley High School, virtual schools, JATC North and JATC South will send one representative, middle schools two representatives, and high schools will send three representatives. Help us by selecting the assigned number of representatives from your school using the following process. Please adhere to these procedures as outlined.

NOMINATION

1. Invite licensed employees to nominate by secret ballot, the name of the licensed employee they would like to represent your school. Administrators are not eligible to serve on this committee.
2. Ask those nominated if they would be willing to serve. Serving as a committee member is not mandatory. If a licensed employee is unwilling or unable to serve, ask the candidate with the next highest votes until you have the desired number of nominees.

VOTING

1. Prepare a ballot for each licensed employee (including administrators) with the names of the nominees.
2. All licensed employees at elementary and special schools, Valley High School, virtual schools, JATC North and JATC South should be encouraged to vote for one nominee; middle school licensed employees two; and high school licensed employees three.
3. Tally the results.
4. For elementary and special schools, Valley High School, virtual schools, JATC North and JATC South, the candidate with the most votes is the representative, and the next highest will serve as an alternate.
5. For middle schools, the top two candidates with the most votes are the representatives, and the next highest will serve as an alternate.
6. For high schools, the top three candidates with the most votes are the representatives, and the next highest will serve as an alternate.

REPORTING THE ELECTION RESULTS

Once your representative or representatives have been elected from your school, please email the names to Roxane Siggard, at roxane.siggard@jordandistrict.org.