

## Campus and District Leadership Team Timelines – 2024-2025

Below you will find the tasks and timelines associated with the election of the District Leadership Team (DLT) and Campus Leadership Team (CLT). The 2024-2025 DLT Board will begin duties in August 2024 and end in July 2025. Additional information is also available at <https://www.hayscisd.net/DLT>.

Activity	Dates/Times	Staff Responsible
Review DLT/CLT Election Guidelines and Administrative Procedures	May - June 2024	DLT Facilitator (DLT) Campus Principal (CLT)
CLT and DLT <b>Campus</b> Representatives – Announcement, nominations, and elections for open positions	May - June 2024	DLT Facilitator (DLT) Campus Principal (CLT)
Announcement and nominations for open positions and explanation of election timeline to <b>parents (one representative from each feeder pattern), community, and business</b> announced via district Website, FB, and news  AND Announcements and Nominations for Non-Teaching Professional Positions	May - June 2024	Communications Team DLT Facilitator (DLT)
Nominations close for Non-Teaching Professional Positions <b><i>DLT nominations are submitted to DLT Facilitator</i></b>	August 1, 2024 4:00 pm	DLT Facilitator (DLT)
Submit DLT Campus Representative Name to DLT Facilitator [cannot be Paraprofessional or Non-Teaching Professional (i.e., Admin, IC, Sped Professional)]	August 2, 2024	Campus Principal * Nominee must be current CLT Teacher Member *
Nominations close for parent, community, and business openings <b><i>DLT nominations are submitted to DLT Facilitator</i></b>	August 1, 2024 4:00 pm	DLT Facilitator (DLT)
DLT election information for non-teaching professional(s) is distributed, if necessary	May - June 2024	DLT Facilitator will email, if necessary
Poll for DLT elections for non-teaching professional(s), if necessary, open 30 minutes prior to the instructional day and close at 1:00 pm Drawings for parent, community, and business positions held at 1:00 pm	August 2, 2024 4:00 pm	DLT Facilitator will email instructions/materials, if necessary
DLT Election results posted to DLT Website	August 5, 2024	DLT Facilitator will email
Submit <b>Campus</b> Leadership (CLT) Roster and CLT Meeting Dates via Campus Google Folder. Create CLT Team in Plan4Learning.	August 14, 2024	Campus Principal

### DLT Meeting Schedule

**Meetings will begin at 4:30PM and end by 6:30PM.** Locations may vary around the district.

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| <ul style="list-style-type: none"> <li>● <b>September 5, 2024</b></li> <li>● <b>October 3, 2024</b></li> <li>● <b>November 7, 2024</b></li> <li>● <b>January 9, 2025</b></li> </ul> | <ul style="list-style-type: none"> <li>● <b>February 6, 2025</b></li> <li>● <b>March 6, 2025</b></li> <li>● <b>April 3, 2025</b></li> <li>● <b>May 1, 2025</b></li> <li>● <b>June 2025 - Date To be Determined</b></li> </ul> |
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