SEAB Membership Criteria & Selection Process

Membership on the Chelsea School District (CSD) Sex Education Advisory Board (SEAB) is established by state statute and overseen by the CSD Board of Education (BOE). In accordance with MCL 380.1506, the SEAB must include representatives from the following groups: district pupils, educators, local clergy, and community health professionals. The board is co-chaired by two individuals: one who must be the parent of a child currently enrolled in a CSD school, and the other, the Director of Curriculum and Instruction for the Chelsea School District.

The non-school district employee co-chair is recommended by the Director of Curriculum and Instruction and appointed annually by the Board of Education.

At least 50% of SEAB members must be parents of CSD students, and a majority of those parent members must not be employed by a school district.

School District Employees on the SEAB will consist of:

- Director of Curriculum and Instruction (Co-chair)
- One building administrator and one teacher from South Meadows, Beach Middle School, and Chelsea High School
- One district nurse

Membership Requirements (CSD BOE)

- **Term Length:** Members commit to a three-year term, with the option for one additional three-year extension, not to exceed two consecutive three-year terms.
- **Household Participation:** Only one member per household or family may serve on the SEAB.
- **Attendance:** Members must attend at least 80% of meetings within a curriculum review cycle in order to avoid loss of voting privileges and removal from the committee.

For the purposes of household limits, "family" includes immediate family members such as spouses/domestic partners, children, parents, siblings, grandparents, step-relatives, and aunts/uncles.

Vacancy Process

In the event of a vacancy due to term expiration or resignation, the SEAB co-chairs will notify the BOE and specify the category of the vacancy. Upon notification:

1. The district will post a notice of vacancy for at least two weeks on the CSD website, social media channels, and other local media outlets.
2. Interested individuals must submit:
    - A résumé/CV
    - A letter of intent outlining:
        - Their interest in serving
        - Relevant qualifications
        - How they meet statutory and board-defined requirements

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Application Review and Selection

1. After the posting period, the BOE representatives assigned to the SEAB will review the applications to confirm eligibility.
2. Qualified applicants may be invited to present their interest and background to the BOE.
3. The BOE will vote using ranked-choice voting to fill open seats.

Student Liaison Membership

Student liaisons will serve one-year terms. They will be encouraged to serve up to three years if they can do so before graduating.

Student liaisons will be recruited and selected through a separate process than non-student members.