

# MADERA HIGH SCHOOL BYLAWS FOR THE SCHOOL SITE COUNCIL

## **Article I - Name of Council**

The name of this council shall be the Madera High School Site Council.

## **Article II - Purpose**

The purpose of this council shall be to:

1. Develop and recommend the goals and objectives as outlined by the district board each year and to have input into the action as set out by the school administration.
2. Have ongoing responsibility to review with the Principal, the school staff, and students the implementation of the goals and objectives of the school which will be assessed periodically to determine the effectiveness of its programs.
3. Review the Staff Development Plan as submitted by the Staff Development Committee.
4. Adopt the SB65 plan and budget and monitor its implementation.

## **Article III - Membership**

### Section 1

The council shall be composed of the Principal: four (4) teachers, one (1) other staff, three (3) parents elected by the Parent Involvement Committee, and three (3) students elected by the Student Council.

The council shall be constituted to ensure parity between (a) the Principal and classroom teachers and (b) equal number of parents and students.

Council members representing parents or students may not be employed at Madera High School but may be an employee of the school district.

### Section 2

The membership of this committee shall not exceed twelve (12).

### Section 3

Resignations will be accepted only upon written notice to the Chairperson.

### Section 4

Members MAY serve for two (2) years. No member may serve for more than one-two year term consecutively,

### Section 5

A member shall no longer hold membership should he or she ceases to be a resident of the area or no longer meets the membership requirements under which he or she was selected.

Membership shall terminate for any member who is absent from all the regular meetings for a period of three (3) consecutive months. The council, by affirmative vote of two-thirds of all the members, can suspend or expel a member,

#### Section 6

Any vacancy on the council shall be filled for the remainder of the school year by appointment of the Chairperson. If the unexpired term is for another full year thereafter, the term for that year shall be filled by the regular selection process.

### **ARTICLE IV - Officers**

The officers of this council shall be Chairperson and Secretary,

### **ARTICLE V - Meeting and Quorum**

#### Section 1

Meetings shall be held at least four (4) times a year between September through May.

#### Section 2

Special meetings may be called by the Chairperson or by a majority vote of the council.

#### Section 3

The council shall hold its regular meetings and its special meetings in a facility provided by the school and which is readily accessible by all members of the public, including handicapped persons.

#### Section 4

Public notice shall be given of regular meetings at least 72 hours in advance of the meeting. Any change in the established date, time, or location must be given special notice. All special meetings shall be publicized. Any required notice shall be in writing through email or personal contact by phone; shall share the day, hour, and location of the meeting.

#### Section 5

A simple majority of the membership shall constitute a quorum. No decision of the council shall be valid unless a majority of the members present concur by their vote, a quorum being present.

#### Section 6

All regular, special, or committee meetings of the council shall be open to the public.

#### Section 7

The meetings will be governed by these bylaws, and any dispute will be settled by Roberts Rules

of Order or in accordance with an appropriate adaptation thereof.

## **ARTICLE VI - Amendment**

These bylaws may be amended at any regular meeting by a two-thirds vote of the membership

## **ARTICLE VII - Duties of Officers**

It shall be the duty of all council members to attend all meeting and accept positions as officers or subcommittee members when so appointed or elected unless unable to carry out the duties entailed.

## **ARTICLE VIII - Election of Officers**

### Section 1

The Chairperson and Secretary shall be elected by ballot at the September meeting, written notice of the election having been given.

### Section 2

New officers shall assume their duties immediately following their election.

### Section 3

Should an officer resign before new elections are held, the Chairperson shall appoint a member to assume the office until the next regular meeting when the vacancy could be filled.

## **ARTICLE IX - Committees**

### Section 1

Parent members will be elected by a ballot vote at the Back to School Night in the Fall.

### Section 2

Teacher members will be selected by faculty.

### Section 3

Student representatives will be nominated and selected by the Student Council.

### Section 4

Other staff will be voted on by classified staff, TSA and counselors before the September School Site Council meeting.