

CAHUILLA ELEMENTARY SCHOOL SCHOOL SITE COUNCIL BYLAWS

ARTICLE I Name of Council

The name of this council shall be the Cahuilla Elementary School Site Council.

ARTICLE II Role of Council

The school improvement plan, including a budget, shall be developed and recommended by the School Site Council. The School Site Council, following approval of a school improvement plan by the school district governing board, shall have ongoing responsibility to review with the principal, teachers, and other school personnel the implementation of the school improvement program and to assess periodically the effectiveness of such a program. Modifications or any improvement to the plan or budget shall be developed, recommended, and approved or disapproved in the same manner. The council shall carry out all other duties and responsibilities assigned to it in the Education Code of the State of California.

ARTICLE III Members

Section 1 – Size and Composition

The School Site Council shall be composed of 10-12 members.

Representation on the council shall be: the principal, the teacher on special assignment, representatives of teachers selected by teachers at the school, other school personnel selected by other school personnel at the school, and parents of pupils attending the school selected by parents. The council shall be constituted to ensure equal numbers of school staff representatives and parent representatives.

Classroom teachers shall constitute the majority of those persons representing school staff.

Council members representing parents may be employees of the school district but may not serve as a parent representative at the site of employment.

Section 2 – Term of Office

All members of the council except for the principal and teacher on special assignment shall serve for a two-year term. In order to achieve staggered membership one-half of the

Section 3 – Removal

Any officer may be removed by a two-thirds vote of all members sitting on the School Site Council, whenever, in the judgment of the council, the best interests of the council would be served thereby.

Section 4 – Vacancy

A vacancy in any office shall be filled in the following manner: Vice-Chairperson shall replace Chairperson; Chairperson shall appoint replacement for Vice-Chairperson or Secretary for remainder of term.

Section 5 – Chairperson

The chairperson shall preside at all meetings of the School Site Council and may sign all letters, reports, and other communications of the School Site Council.

Section 6 – Vice-Chairperson

The duties of the vice-chairperson shall be to substitute for the chairperson or the secretary during absence; and to serve as Chairperson in a vacancy situation.

Section 7 – Secretary

The secretary shall keep the minutes of meetings; be custodian of the School Site Council records; and keep a record of membership.

ARTICLE V Committees

Section 1 – Standing and Special Committees

The School Site Council may establish and abolish special committees. No committee may exercise the authority of the School Site Council. Standing committees shall include Bilingual Advisory Committee and Chapter 1 Advisory Committee.

Section 2 – Membership

The chairperson shall appoint members to committees when appropriate.

Section 3 – Term of Office

Each member of a committee shall continue for the term of two years or until the committee is terminated.

Section 6 – Quorum

Presence of 51 percent of total membership will be required in order to constitute a quorum necessary for transaction of business of the School Site Council.

Section 7 – Conduct of Meetings

All regular and special meetings of the School Site Council shall be conducted in accordance with Robert's Rules of Order.

Section 8 – Meetings Open to the Public

All meetings of the School Site Council and committees shall be open to the public.