

Annually, the School Site Council votes to determine whether the school will participate in the School-based Coordination Program. As a part of this vote, the School Site Council will identify those programs that the school chooses to coordinate, (i.e., School-Library Improvement Block Grant; GATE; EIA-SCE; special education services).

ARTICLE III – MEMBERS

Section 1. SIZE AND COMPOSITION (EC 52012, 52852 and 54724)

The council shall be composed of the following members, and half the representation on the council shall be from the school staff. This council half will include:

- (1) Principal
- (4) Teachers elected by other teachers and an alternate (Note: Classroom teachers shall constitute the majority of those persons representing the school staff)
- (1) Other school personnel elected by other school personnel and an alternate (**Elementary: RUSD requires 10 voting members**): The remaining half on the council shall be:
 - (n/a) Parents/Community members elected by other parents.
- (**Secondary: RUSD requires 12 voting members at Middle School and 20 voting members at High School**): The remaining half on the council shall be evenly distributed between:
 - (3) Parents elected by other parents
 - (3) Students elected by the entire student body
 - (n/a) Community members elected by such parents. Classroom teachers are the majority on the school staff side. Each member has equal voting rights. **The principal is responsible for the elections of staff members.**

At an elementary level, the council shall be constituted to ensure parity. Half of the membership shall be (a) principal, classroom teachers and other school personnel (staff side); and half shall be (b) parents, or other community members elected by the parents (parent side). The council will be made up of no fewer than 10 members.

At the secondary level, the council shall be constituted to ensure parity. Half of the membership shall be (a) principal, classroom teachers and other school personnel (staff side); and half shall be (b) half parents, or community members elected by the parents and half students elected by the entire student body (parent side). The council will be made up of no fewer than 12 members.

Middle schools may but is not required to include student representatives (EC 33133-c). The principal is responsible for the elections of staff members and student representatives.

Parent Members

A parent is a person who is a mother, father, or legal guardian of a student attending a particular school, but who is not employed at the school attended by such student. Council members chosen to represent parents may be employees of the school district so long as they are not employed at this school site (EC 52852 and 54722).

Section 3: Election and Term of Office

The officers shall be elected annually, at the first meeting of the council, and shall serve for one year, or until each successor has been elected.

Section 4: Removal of Officers

Any officer may be removed from their office by a two-thirds vote of all the members.

Section 5: - Vacancy

A vacancy in any office shall be filled at the earliest opportunity by a special election of the council, for the remaining portion of the term of office.

ARTICLE V – SUBCOMMITTEES

Section 1: Sub-committees

The council may establish and abolish sub-committees of their own membership to perform duties as shall be prescribed by the council. At least one member representing teachers and one member representing parents shall make up the sub-committee. No sub-committee may exercise the authority of the school site council.

Section 2: Membership

Unless otherwise determined by the council, the council chairperson shall appoint members of standing or special committees. A vacancy on a committee shall be filled by appointment made by the chairperson.

Section 3: Term of Office

The council shall determine the terms of office for members of a committee.

Section 4: Rules

Each standing and special committee will establish procedural rules that are consistent with the Council’s bylaws and the district governing board.

Section 5: Quorum

The presence of 51% of the Council membership in attendance at the meeting will constitute a quorum. No decisions of the Council shall be valid unless a quorum of the membership is present.

ARTICLE VI – MEETINGS OF THE SCHOOL SITE COUNCIL

Section 1: Meetings

The council shall meet at minimum four times per year. The chairperson may call special meetings of the council by majority vote of the council. All meetings must be open to the public.

Section 2: Place of meetings

The council shall hold its regular meetings at a facility provided by the school, unless such facility accessible to the public, including handicapped persons, is unavailable.

Alternate meeting places may be determined by the chairperson or by majority vote of the council.

Section 3: Notice of meetings

Written public notice shall be given of all meetings at least 72 hours in advance of meeting. Changes in the established date, time or location shall be given special notice. All meetings shall be publicized in the following venues: in front of the school. All required notices shall be delivered to council and committee members no less than seventy-two hours, and no more than 5 days in advance of the meeting, personally or by mail (or e-mail).

Section 4: Administrative responsibility

The principal shall have the responsibility for the proper function and implementation of the SSC.

Section 5: Conduct of meetings

Meetings of the council shall be conducted in accordance to the rules of order established by EC Section 3147 (c), and with Roberts Rules of Order or an adaptation thereof approved by the council.

Section 6: Meetings open to the public

All meetings of the council, and committees established by the council, shall be open to the public. Any member of the public shall be able to address the Council during the meeting on any item within the subject matter jurisdiction of the council. Every agenda for regular meetings shall provide an opportunity for members of the public, before or during the Council's consideration of that item. The Council may not take any action on any item of business unless that item appears on the posted agenda or unless Council members present, by unanimous vote, find that there is a need to take immediate action and that the need for action came to the attention of the Council subsequent to the posting of the agenda.

Each meeting agenda will include a time for public comment. The School Site Council

A local board of education has the right to deny the content and related budget found in the school's Single Plan for Student Achievement. The Board of Education will provide written notification to the Council about their concerns.

Section 8: Uniform Complaint Procedures

Annually, the School Site Council shall participate in training about the district's Uniform Complaint Procedures. This training will review procedures for filing a complaint. If any School Site Council member or member of the public believes that the School Site Council has taken an action that is in violation of their legal authority, the

individual

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