

GOLDEN VIEW SCHOOL SITE COUNCIL
BYLAWS

Revised: 9/11/2020

ARTICLE I NAME

The name of this committee shall be the Golden View School Site Council.

ARTICLE II PURPOSE

The purpose of this council shall be to:

1. Develop and maintain the School Improvement Plan
2. Have ongoing responsibility to review with the principal, teachers, other school personnel, the implementation of the program and to assess periodically the effectiveness of the program.
3. Annually review the School Improvement Plan and the School Safety Plan, establish a new school improvement budget consistent with the Education code, and if necessary make modifications to said plans that reflect changing improvement needs and priorities.
4. Take other actions as required by the Education Code.

ARTICLE III MEMBERSHIP

Section 1. Composition: The Council shall be composed of the principal and representatives of:

1. Teachers, volunteer or appointed by the principal
2. Other personnel, as required by the council, volunteer or appointed by the principal
3. Parents of the pupils attending the school, elected by the parents.

In summary, the composition shall be as follows:

1. Principal
2. 2 Teachers
3. 1 School Support,
4. 5 Parents (including the PTA President and Education Fund President) and
5. 1 Alternate Parent

At the elementary level, the council shall be constituted to insure parity between (a) the principal, classroom teachers and other school personnel, and (b) parents or other community members selected by the parents.

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

Council members representing parents or other community members shall not be employees of the school district.

Section 2. Term of Office: All members of the council shall serve for a two-year term. However, in order to achieve staggered membership, one-half, or the nearest approximation thereof, of the members representing parents or community members and one-half, or the nearest approximation thereof, of the members representing teachers and other school-personnel (except the principal) shall serve for a one-year term only during the first year of the council's existence, all terms shall be two years in length. At the first regular meeting of the council, a chance method shall be used to determine which members shall serve one-year terms.

ARTICLE IV OFFICERS

The officers of this council shall be a Chairperson, an Alternate-Chairperson, a Recording Secretary, and a Treasurer.

ARTICLE V DUTIES OF OFFICERS

Section 1. 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. In addition, the chairperson shall perform all duties incident to the office of chairperson that may be prescribed by the school site council from time to time.

Section 2. Alternate-Chairperson: The duties of the alternate-chairperson shall be to represent the chairperson in assigned duties and to substitute for the chairperson during his or her absence, and the alternate chairperson shall perform such other duties as from time to time may be assigned by the chairperson or by the school site council.

Section 3. Secretary: The secretary shall keep the minutes of the meetings, both regular and special, of the governing board and shall promptly transmit to each of the members, to the school districts, and to such other persons as the school site council may deem, true and correct copies of the minutes of such meetings; see that all notices are duly given in accordance with the provisions of these bylaws; and, in general, perform all duties incident to the office of secretary and such other duties as from time to time may be assigned to the office by the chairperson or by the school site council.

Section 4. Treasurer: The treasurer shall work with the office secretary to monitor and track income and expenses and report to the school site council on a monthly basis.

ARTICLE VI ELECTION OF OFFICERS

Section 1. All officers shall be nominated and confirmed at the September meeting. The Chairperson and/or Principal may discuss a suitable slate prior to this meeting, and confirm the willingness of considered officers to serve in nominated capacities.

Section 2. New officers shall assume their duties at the close of a Spring meeting/or a meeting held in the Fall.

Section 3. No member shall hold the same office more than two years in succession.

Section 4. Should an officer resign before new elections are held, the chairperson shall appoint a member in good standing to assume the office until the next regular meeting when the vacancy could be filled.

Section 5. 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 6. Vacancy: Any vacancy because of death, resignation, removal, disqualification, or otherwise, shall be appointed by the chairperson of the school site council after discussion with the school site council for the unexpired portion of the term.

Section 7. Virtual: In the event voting cannot be done in person, a virtual vote will take place. This applies to election of new members and voting at virtual meeting.

ARTICLE VII MEETING AND QUORUM

Section 1. Meetings shall be held on the second Wednesday from 8:30-10:00a.m., unless otherwise determined by a simple majority of the council. Meetings can be held in person or virtually.

Section 2. A simple majority of the membership shall constitute a quorum.

Section 3. Special meetings may be called by the chairperson or by majority vote of the school site council.

Section 4. Notice of Meetings: Public notice shall be given of regular meetings at least 48 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; shall state the day, hour, and location of the meeting; and shall be delivered either personally or by mail to each member not less than 48 hours or more than two weeks prior to the date of such meeting.

Section 5. Decisions of the School Site Council: All decisions of the school site council shall be made only after an affirmative vote of a majority of its members in attendance, provided a quorum is in attendance.

ARTICLE VIII AMENDMENTS

A. These bylaws may be amended at any meeting, a quorum being present.

B. The meetings will be governed by these bylaws, and any dispute will be settled by Robert's Rules of Order.

ARTICLE IX DUTIES OF COUNCIL MEMBERS

It shall be the duty of all council members to:

Section 1. Attend all meetings or provide an alternate of his/her choosing when it is not possible to attend in person. Such alternates shall have full voting privileges.

Section 2. Accept positions as officers of subcommittee members when so appointed or elected unless unable to carry out the duties entailed.

Section 3. Voting Rights: Each member shall be entitled to one vote and may cast that vote on each matter submitted to a vote of the council. The elected alternate shall vote in the absence of the representative.

Section 4. Termination of Membership: A member shall no longer hold membership should he or she cease to be a resident of the area or no longer meets the membership requirements under which he or she was selected; e.g., a parent becomes employed by the district. Membership shall automatically terminate for any member who is absent from all regular meetings for a period of three consecutive months. The council, by affirmative vote of two-thirds of all members, can suspend or expel a member.

Section 5. Transfer of Membership: Membership in the school site council is not transferable or assignable.

ARTICLE X COMMITTEES

Section 1. The chairperson shall appoint such committees as he or she considers necessary at any time, or as directed by a majority of the members present.

Section 2. The nominating committee shall consist of the Principal, Chairperson and one other officer. This committee shall supervise the election of new members.

Section 3. Term of Office: Each member of a committee shall continue as such for the term of his or her appointment and until his or her successor is appointed, unless the committee shall be sooner terminated or abolished, or unless such member shall cease to qualify as a member thereof

Section 4. Rules: Each committee may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the school site council or with policies of the governing board.