

Hassayampa Elementary School Site Council

Bylaws

ARTICLE I: NAME

The name of this association is Hassayampa Elementary School Site Council. In these bylaws, the Hassayampa Elementary School Site Council may be referred to as HESSC.

ARTICLE II: MISSION

The mission of Site Council is to ensure that individuals who are affected by the outcome of a decision at the school site share in the decision making process through a diversified council that represents the school attendance area.

ARTICLE III: PURPOSE

The purpose of the Site Council, in common with objectives of the HESSC and AZ Legislature are:

1. To make recommendations for school improvement
2. To provide input on co-curricular tax credit monies
3. To solicit input from parents, community, and staff members
4. Providing counsel to the school principal on issues related to the school's continuous improvement effort

ARTICLE IV: BASIC POLICIES

The following are basic policies of Site Council:

1. The Site Council shall be non-commercial, non-sectarian, and non-partisan
2. The names of the Site Council or any members in their official capacities shall not be used in connection with a commercial concern or with any partisan interest
3. The Site Council will use a shared decision making process
4. Decisions must be in accord with legal requirements and District guidelines
5. Meet as needed to support the mission and purpose of Site Council
6. The Site Council shall work with the school to provide quality first instruction for all students
7. The Site Council shall be in compliance with Arizona State law.

ARTICLE V: DUTIES AND OBLIGATIONS

The Hassayampa Elementary School Site Council shall exercise the following duties and obligations:

1. Attend meetings regularly as agreed by the Site Council
2. Perform all functions of a school site council as prescribed by the regulations of the WUSD and state statutes. The Site Council shall not have any of the powers and duties preserved by law to the School Board.
3. A primary function of the Site Council is to provide parents/guardians, teachers and the community an opportunity to assist in the preparation, approval, and evaluation of the School Improvement Plan.
4. A secondary function of the Site Council is to provide input for expenditures of the co-curricular tax monies
5. Recognize the Principal as the final authority for all school based decisions except as to functions specifically provided for the school Site Council by regulation or the WUSD or Arizona law

ARTICLE VI: MEMBERSHIP

Section 1

The school council shall take into consideration the ethnic composition of the local community and shall be composed of:

- Three parents or guardians of students enrolled in the school who are not employed by the District
- Three teachers
- One non-certificated employee
- One community member
- The principal

Section 2

The principal shall serve as chairman of the school site council unless another person is elected by the majority of the school site council members.

HASSAYAMPA ELEMENTARY SCHOOL SITE COUNCIL

Section 3

Members shall be representative of the ethnic, racial, and economic community served by the site council.

Section 4

Teacher Membership

Teachers will be elected and approved by their peers and serve a consecutive 2-year term. A term may be extended one year if more than 50% of the teacher representatives are new to the council.

Section 5

Parent Membership

1. Parents on the site council will hold a 2 year term
2. Parent terms will rotate every two years with no more than 50% new memberships
3. Each spring, the council will accept applications for any open positions
4. The parents on the committee will select the applicants with every effort made to balance representation and select strong advocates for the school and students

Section 6

Non-certificated Membership

The employee will be elected and approved by their peers and serve a consecutive 2-year term. A term may be extended one year.

Section 7

Vacancy and Termination of Membership

If a vacancy occurs, the position will be filled from within the respective constituent group for the remainder of the unexpired term. A vacancy automatically occurs with a resignation or absenteeism as defined by missing three (3) regularly scheduled meetings over a year. Vacancies also occur when school employees are transferred and students or parents are transferred out of the school or district.

ARTICLE VII: MEETINGS

Section 1

Quorums

A majority of the membership, 51%, of which at least two (2) are school representatives and at least two (2) of whom are parent/community representatives shall constitute a quorum for the purposes of transacting business.

Section 2

Meetings

Regular scheduled Site Council meetings will be held on the first Wednesday of every month at 3:00 in the Hassayampa Elementary School conference room, with the exception of the month of December.

Section 3

Voting

The Site Council will attempt to make decisions by consensus. A consensus is defined as an agreement amongst all members of the Site Council. If consensus cannot be reached, the Chair will call a vote and the issue will be decided by a majority of the membership present. If an item does not appear on the agenda, it will not be discussed.

Section 4

Agenda

An agenda will be sent to the Site Council members in advance and each member will have an opportunity to have an item placed on the agenda in advance of the meeting. Members will have the opportunity to add to the agenda at the beginning of the meeting, and if there is sufficient time, the item will be discussed.