

# Project MORE *High School*



## **School Council Bylaws**

### Article I. PHILOSOPHY

The philosophy of the School Council shall be to implement the mission of Project MORE High School community. This shall be accomplished through the cooperative efforts of school personnel, parents, students, and community members. The School Council shall support Project MORE High School efforts to provide successful experiences for every student. We recognize that each student is unique and should be given opportunities to develop and experience a wide range of intellectual, cultural, social, recreational, and civic interests so that each may become a productive and responsible member of society.

### Article II. MISSION STATEMENT

The Mission of Project MORE High School community, as a professional learning community, is to graduate all students. Our students will value cultural diversity, collaboration, and life-long learning. Project MORE students will exhibit quality character, academic excellence, mental and physical skills, and talents necessary to become successful participants in a democratic and global society.

### Article III. THE SCHOOL COUNCIL

#### A. DEFINITION:

School Council is a representative body of stakeholders with a School Council facilitator, elected from the High School Community according to Article III B.

#### B. MEMBERSHIP:

School Council will be composed of the following:

1. Certified personnel- two or more members
2. Parents (Non-employees with a child at Project MORE High School) – a number equal to the number of Certified personnel as members
3. Classified personnel- at least one but not more than the number of certified

4. One Community member, if possible (representing businesses or the neighboring community)
5. One Student Member, for one year term, via Interest form determined by School Council. Student Selection is done by majority of Student population vote.
6. Principal or Principal Designee

### C. PROCEDURES FOR ELECTING THE SCHOOL COUNCIL MEMBERS

1. The School Council Facilitator and/or Principal will communicate Certified and Classified vacancies from Expired Terms of the Council to the constituents of all voting bodies by the second week of school.
2. The School Council Facilitator and/or Principal will accept nominations in writing during the designated nomination period.
3. Each Certified and Classified Staff member may cast one vote for each available position in their respective constituency. Any candidate may volunteer to serve. Certified and Classified may approve volunteers and nominate other certified/classified to serve on the Council. Minimum of Two Certified and One Classified representatives on School Council at any time is needed. Certified and Classified members serve for two year terms and may be elected to replace non-continuing members.
4. Any Parent may volunteer to serve. Other parents of students may approve volunteers to serve on Council. The Principal will hold selection of the Parent members at the first Open House or School Community event.
5. The School Council Facilitator will oversee the election of new Certified, and Classified School Council members by secret ballot when needed. The results of the election will be reported to the Principal and the school community prior to the midterm of First quarter of school.
6. The School Council Facilitator will be any currently serving School Council member in good standing, except Student member. The facilitator's term will be for a period of two years. The facilitator will be elected by School Council.
7. No member shall serve for longer than two consecutive terms or four years. Persons will be eligible after a one-year hiatus to volunteer or be elected to School Council.

D. TERMS OF OFFICE

1. The Principal/Principal designee will be a permanent position of the School Council.
2. Student member serves for one year/two semesters only.
3. All other Council members will be elected for a four-semester term on rotational basis.
  - a. Odd year election: 1 Teacher, 1 Parent, 1 Classified staff
  - b. Even year election: 1 Teacher, 1 Parent, 1 Community Member

E. ATTENDANCE AT SCHOOL COUNCIL MEETINGS

1. Non-Member Attendance: Any Community member may attend any Council meeting as per Open Meeting Law; these members may express concerns as recognized by the chair/facilitator.
2. Member Attendance: Regular attendance or notification of absence is required. Non-attendance for two consecutive meetings may imply an inability to serve. The Facilitator of the School Council shall communicate with said member to determine her/his intent to serve. After two consecutive absences a member may be deemed unable to serve and may be replaced according to Article III C.

F. RESIGNATIONS AND REPLACEMENT ON THE SCHOOL COUNCIL

1. Any School Council member may resign at any time by giving written notice to the Council. Unless otherwise specified in such written notice, the resignation shall take effect upon the receipt of the notice.
2. Any vacancy during the school year will be filled by appointment of the School Council. The new member must be a representative of the same constituency and will complete the school year until the regularly scheduled elections.

G. DUTIES OF THE SCHOOL COUNCIL

1. The School Council is a decision-making body and shall be responsible for the control and the management of the affairs, property, and interests of the school, and may exercise all powers that may be granted to any such association of staff, faculty, students, community, representatives, and parents, except those powers which are expressly limited by appropriate laws, rules, policies, or by these Bylaws.
2. The School Council will assist in developing, implementing, and evaluating objectives to support the philosophy and mission of the High School Community described in Articles I and II of this document.
3. The Council will conduct all meetings in accordance with Arizona Open Meeting Law and all other applicable Arizona State laws, as well as R7-2-101 of the State Board Rules. Minutes of each School Council Meeting will be posted to the High School-Community website.
4. The Council will elect a Council Facilitator who will ensure that minutes are recorded and that the meeting follows the pre-determined agenda and Robert's Rules.
5. The Council will appoint a Secretary from within the School Council to record minutes, or School Council members will record the minutes on a rotational basis.

H. MEETINGS OF THE SCHOOL COUNCIL

1. A meeting of the School Council must have a quorum(majority) of members to vote on any issue.
2. The School Council meetings will be held no less than four times (minimum one per quarter) each school year. The first meeting of each school year will be held by September 30<sup>th</sup>.
3. The School Community will be notified of regular meetings through publicly posted notices, the School web site, and emails. Notice of meeting agendas and minutes are posted on the school website and kept in the School Office.
4. Notification of special meetings will be made when necessary.
6. The School Council Facilitator will establish and maintain for each fiscal year a master calendar of regularly scheduled meetings and will ensure that notification occurs.

I. AGENDA FOR SCHOOL COUNCIL MEETINGS

1. The School Council Facilitator, with School Council member input, will determine an agenda for meetings to include: attendance, review of minutes, non-member comments, announcements, and other issues deemed necessary by the School Council.
2. The Council meeting will include an opportunity for members and non-members to address new issues for consideration on future agendas.
3. Agendas for the upcoming School Council Meetings will be posted online, in the School Office and main entrance to school.

Article IV. THE AUTHORITY TO ACT

A. AUTHORITY

1. The legislative authority of Project MORE High School shall be vested in the School Council. The School Council shall make policy for Project MORE High School but shall defer to the faculty, staff, and administration on the day-to-day operations of the school. However, the School Council shall retain such supervisory powers to ensure that its policies, resolutions, and decisions are implemented.

B. CONSENSUS

1. Definition of Consensus: defined as general agreement among all members in attendance, on an issue. It occurs when a group reaches a conclusion, which has blended the best into a decision that everyone in the group can support. Consensus will be accomplished through a process of discussion and compromise.
2. Operation of Consensus: If consensus is met, the issue passes. If consensus is unattainable, a two-thirds vote of the quorum at the meeting will determine the outcome of an issue.
3. All decisions by the School Council will be made by consensus whenever possible.
4. The Site Administration for Project MORE High School shall implement the policies, resolutions, and decisions of the School Council.

C. CONSTITUTION AND BYLAWS: PROCEDURES FOR ACTION

1. Ratification of the Constitution and Bylaws to take affect requires this document be ratified by a two-thirds vote of the ballots cast by the Project MORE School Community. The Project MORE School Community is defined as the Project MORE School Council and the Certified and Classified Staff.
2. Process for Amendments to the Bylaws may be made with Consensus of the School Council.
  - a. Any member of the Project MORE School Community can propose an amendment to the School Council Bylaws. Written/verbal rationale for the proposed amendment will be presented to the School Council.
  - b. The School Council will decide whether to ratify the amendment by consensus of the School Council or to call for a vote of the Project MORE School Community.
  - c. A two-thirds vote of the ballots cast by the Project MORE School Community is needed to ratify an amendment to the Constitution and Bylaws.
  - d. The School Council shall be responsible to review the Bylaws at least every four years and make recommendations to amend in accordance with Article IV C.

*Project MORE Bylaws amended and approved as of Regular Meeting with Quorum and unanimous vote via ZOOM on February 3, 2021.*