

COUNTRY SPRINGS ELEMENTARY SCHOOL
BYLAWS
SCHOOL SITE COUNCIL

Article I

Duties of the SSC

The School Site Council of Country Springs Elementary School, hereinafter referred to as the SSC, shall carry out the following duties:

- Obtain recommendations for, and review of, the proposed SPSA from all school advisory committees
- Develop and Approve the SPSA and related expenditures in accordance with all state and federal laws and regulations
- Recommend the SPSA and expenditures to the CVUSD governing board for approval
- Provide ongoing review of the implementation of the SPSA with the principal, teachers, and other school staff members
- Make Modifications to the SPSA whenever the need arises and submit modifications for governing board approval whenever a material change (as defined by CVUSD board policy) is made in planned activities or related expenditures
- Annually evaluate the progress made toward school goals to raise the academic achievement of all students
- Carry out all other duties assigned to the SSC by the CVUSD board and by state law

Article II

Members

Section 1 - Size and Composition

The School Site Council shall be composed of 10 members minimum:

The needs and resources of the school improvement program require that membership include broad representation of parents and staff, including all socioeconomic and ethnic groups represented in the school attendance area. Representation on the council shall be - the principal/assistant principal (as one voting position), 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 such parents, and members of the Country Springs Community selected by such community members. The council shall be constituted to ensure parity between (a) the principal, classroom teachers and other school personnel: and (b) equal numbers of parents and community members.

Classroom teachers shall constitute the majority of those persons representing school staff. Parents of pupils attending the school shall constitute the majority of those persons representing the community.

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

The Principal shall be an ex officio member of the SSC

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 because of death, resignation, removal, disqualification, or otherwise shall, by special election, be filled by the School Site Council for the unexpired portion of the 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. In addition, the chairperson shall perform all duties incident to the office of chairperson and such other duties as may be prescribed by the School Site Council from time to time.

Section 6 - Vice-Chairperson

The duties of the vice-chairperson shall be to represent the chairperson in assigned duties and to substitute for the chairperson during his or her absence, and the vice-chairperson shall perform such other duties as from time to time may be assigned by the chairperson or by the School Site Council.

Section 7 - Secretary

The secretary shall keep the minutes of the meetings, both regular and special, of the school site council and shall promptly transmit to each of the members, to the school district, 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; be custodian of the School Site Council records; keep a register of the address and telephone number of each member of the School Site Council which will be furnished to the secretary by such member; 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.

Article IV Committees

Section 1 - Standing and Special Committees

The School Site Council may from time to time establish and abolish such standing or special committees as it may desire. At least one member representing teachers and one member representing parents shall make up the subcommittee. No standing or special committee may exercise the authority of the School Site Council.

Section 2 - Membership

Unless otherwise determined by the School Site Council in its decision to establish a committee, the chairperson of the School Site Council shall appoint members to the various committees.

Section 6 - Quorum

The presence of 51 percent of members of the total membership shall be required in order to constitute a quorum necessary for the transaction of the business of the School Site Council. No decision of the School Site Council shall be valid unless a majority of the members then holding office concur therein by their votes.

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 or in accordance with an appropriate adaptation thereof.

Section 8 - Meetings Open to the Public

All regular and special meetings of the School Site Council and of its standing or special committees shall be open at all times to the public.

Article VI
Amendments

An Amendment to these bylaws may be made at any regular meeting of the SSC by a vote of two-thirds of the members present. Written notice of the proposed amendment must be submitted to SSC members at least 72 hours prior to the meeting at which the amendment is to be considered for adoption.

Country Springs ssc bylaws updated 10/22