

BYLAWS
OF THE
SCHOOL COMMUNITY COUNCIL
FOR
TIMBERLINE MIDDLE SCHOOL

PURPOSE AND RESPONSIBILITIES

1) a) The purpose of the Timberline Middle School Community Council is to identify the strengths, weaknesses and needs of Timberline Middle School, develop policies and programs to improve the school, define goals for the school, and assess progress in all of these areas

b) The Timberline Middle School Community Council serves as a communication channel between the school and the community. The school community council provides input to the school regarding community suggestions, concerns, etc., and provides information from the school to the community. We encourage an effective working relationship and open communication with patrons from our school community.

c) The school community council shall (in compliance with 53A-1a-108):

i) develop a school improvement plan in accordance with 53A-1a-108.5;

ii) develop the School LAND (Learning And Nurturing Development) Trust Program in accordance with 53A-16-101.5;

iii) develop a child access routing plan in accordance with 53A-3-402 (17) child access routing plans;

iv) assist in the development and implementation of a staff professional development plan as provided by 53A-3-701; and

v) advise and make recommendations to school and District administrators and the local school board regarding our school and its programs, school district programs, and other issues relating to the community environment for students.

d) Any plan developed by a subcommittee or task force appointed by the school community council shall be subject to the review and approval of the council.

e) Implementation of these plans shall be the responsibility of the school's principal, teachers and other appropriate staff.

MEMBERSHIP

2) a) Members shall include school employees, including the school's principal, and parents or guardians of students who attend the school. School employees who are also parents or guardians of students who attend the school will count as school employees for purposes of establishing a balance of members.

b) The parent/guardian membership of the school community council is a representation of six separate geographical areas as designated by the council.

c) The school community council shall have 7 parent/guardian members and six employee members, including the principal. The school community council may have a larger or smaller membership provided that:

- i) the number of parent members exceeds the number of employee members; and
- ii) there are at least two (2) employee members on the school community council.

d) Any additional members may be invited to attend meetings to give input to the council as requested.

e) The school community council may appoint individuals who are not council members to serve on a subcommittee or task force, including parents, school employees, or other community members to

- i) advise or make recommendations to the council; or
- ii) develop all or part of 1c, items i B v

ELECTION OF COUNCIL MEMBERSHIP

3) a) Written notice of the elections for employee and parent or guardian members shall be given to those eligible to vote at least two (2) weeks prior to the elections.

b) Any interested employee of the school may declare himself or herself as a candidate for election. Each employee member, except the principal, shall be elected by a majority vote of the employees and serves a two-year term beginning September 1. The principal shall serve as a council member with full voting privileges.

c) Any interested qualified parent or guardian may declare himself or herself as a candidate for election. Parent or guardians shall make application for the designated geographic area in which they reside. Each parent or guardian member shall be elected through an election held by the school and serves a two-year term beginning September 1.

d) Only parents or guardians of students who will be attending the school the following school year may vote. Parents or guardians may only vote for candidates from the geographic area in which they reside. A simple majority from each geographic area of those parents or guardians

voting from each area will determine the election. Results of the elections shall be made available to the public upon request.

e) A parent or guardian of a student qualifies to be a candidate for election to the school community council if at any time during the parent's or guardian's initial term of office, the student will be enrolled at the school. A parent or guardian so qualified, may file or declare himself as a candidate for election to the school community council.

f) Any unfilled positions may be filled by a majority vote of the members of the council from the group to which that position belongs (i.e., parent or employee). Only qualified individuals may be appointed. The chair of the school community council shall notify the local school board of each appointment made to the school community council. A member appointed to the school community council pursuant to this policy shall serve a two-year term beginning September 1.

g) If a member is removed or otherwise needs to resign during their term of office, a replacement shall be appointed by a majority vote of the group to which they belong (i.e., parent/guardian or employee) and shall remain in office until the end of the term of the member they replaced.

h) Initial terms may be staggered so that no more than fifty percent (50%) of the council members stand for election in any one year.

i) Council members may serve up to three successive terms.

OFFICERS

4) a) The school community council shall elect a chair and vice chair. One position must be filled by a parent or guardian and the other by a school employee, other than the principal. A secretary/treasurer shall also be elected from either the parent/guardian or employee members. These officers shall be elected annually for a one-year term at the first school community council meeting held after elections and prior to October 1 of each year.

b) The duty of the chair of the school community council is to conduct all meetings of the council and to work with the principal on the formation of agendas. The duty of the vice chair is to take the place of the chair when he/she is absent in the conducting of all meetings. In the absence of the chair and vice chair the secretary/treasurer shall serve as chair pro temp. The secretary/treasurer shall take minutes of meetings, attendance, and will be responsible for accounting of funds that may be provided by Timberline Middle School. The secretary/treasurer will email the agenda and previous meeting's minutes to each member one week before the next meeting.

MEETINGS

5) a) School community council meetings will generally be held once a month unless otherwise determined by a majority of the council.

b) Meetings will be held at Timberline Middle School on the first Thursday of the month at 3:05pm, unless otherwise indicated.

c) Special meetings of the council may be called at any time by the chair or the school principal.

d) A majority of the council, when present at any meeting, shall constitute a quorum.

e) Attendance at school community council meetings is expected. Attendance may be excused by notifying the council chair prior to the meeting. A member of the council may be removed for lack of attendance by a majority vote of the council.

AMENDMENTS


6) These bylaws may be amended, repealed or altered, in whole or in part, by a majority vote of the council at any duly organized meeting of the council. All decisions must comply with the Alpine School District Board of Education policy and the Utah Codes.


FUNDS

7) Funds will be provided to the school community council by Timberline Middle School as necessary for the proper functioning of the council.

DATED this 10th Day of September, 2009

By: 
Caroldean Neves / Chair

By: 
Cathy Jolley / Vice Chair

By: 
Moana Burgess / Secretary

By: 
Terry Hill / Principal