

Mary Louise Robins Elementary School

School Council Bylaws

Under the auspices of A.R.S. 15-351

As Adopted by the School Council

May 9, 2001

1. Purposes:

- a) To provide advice to the principal and assist in decision-making as advised in TUSD's Action 2000 Leadership Team Handbook, circa 1995 and the TUSD Facilitator Handbook, as edited by Sally Major. These documents will be referenced to target the areas of curriculum, staff development, coaching, instructional programs, student assessment and instructional budget.
- b) To stay informed regarding current educational research and related issues.
- c) To ensure a working and learning environment at Robins based on respect, effective communication and cooperation.
- d) To encourage and promote parent and community participation at Robins.
- e) To serve as liaison between parents, students and staff.
- f) To support achieving student excellence at Robins.

2. Membership:

- a) Members will include the principal and representatives of the teaching staff, support staff, parents, students (discretionary at the elementary school level) and members of the community -at -large.
- b) Members will agree to serve one full term of two school years.
- c) A rotational system of $\frac{1}{2}$ of the most senior parents and $\frac{1}{2}$ of the most senior teachers will be established to assure continuity of the Council. Replacements of vacancies will be limited to the remainder of the term of the vacating member.
- d) Members who fail to follow Member Responsibilities (see Article 5) may be asked to resign by consensus of the Council.

3. Selection Process:

- a) The School Council will strive for balance and diversity in its makeup.
- b) Parents who wish to serve will respond in writing to information sent home by the principal at the beginning of the 4th quarter of each school year. Parents of incoming Kindergarten students will receive information during kindergarten roundup. The deadline to apply will be stated in the principal's solicitation. The Council will use the applications to create ballot forms.

- c) All new members will be elected by its membership groups. Classified personnel elect classified personnel. Teachers elect teachers. Parents select parents.
- d) The principal will select representatives from the student body and the community-at-large. Teachers and support staff may volunteer or be asked to serve by the principal.
- e) If the need for a new member arises during the school year, a notice will be posted and the selection process will apply.

4. Meetings:

- a) Meetings will be held monthly, more often if necessary.
- b) Notice of all meetings will be given to the Robins Community. All meetings are open to the public. A call to the audience will be made at the beginning of each meeting and is precluded by open meeting laws from being addressed by the Council without being put on as an item of a future agenda. The call will be limited to 10 minutes and subdivided equally according to the number of people wanting to speak, with a maximum of 2 minutes per person. Speaking order will be determined by the order of sign in of the speakers.
- c) A facilitator, who will plan the agenda with the principal and other members of the Council, will lead meetings. The Council chairman is the school principal. (See A.R.S. 15-351 E)
- d) All decisions will be made by consensus of the members; through a process of discussion, deliberation and compromise. All decisions require an affirmation of support from all members present.
- e) If consensus cannot be reached, a decision will be made by a majority vote (2/3) of all active members present.
- f) Committees may be formed as needed and will report to the full Council. Non-members may serve on committees, as approved by the committee chairperson.
- g) Consultants may be invited to participate in meetings as needed.

5. Member Responsibilities:

- a) To base all decisions and actions on improving student achievement for the Robins community.
- b) To adhere to a code of conduct that allows for effective and respectful communication during discussions and the consensus process.
- c) To attend regularly scheduled meetings. No more than 3 meetings may be missed in one school year.
- d) To attend study sessions, read required material and make informed decisions regarding matters concerning Robins Elementary School.