

MISSION VIEW ELEMENTARY
School Council
CONSTITUTION AND BYLAWS

I. PREAMBLE

A. School Vision Statement – At Mission View every student will achieve to their full potential in a safe, inspiring, and challenging learning environment.

B. Goal of School Council- To make decisions in the best interest of student achievement and development, through student, staff, and parent involvement. School improvement will be consistent with our vision statement.

II. SCHOOL COUNCIL

A. DEFINITION OF THE SCHOOL COUNCIL

The School Council is a representative body of people who volunteer to serve on the school council annually.

B. MEMBERSHIP OF THE SCHOOL COUNCIL

- a. 1 Principal
- b. At least 1 Classified Staff representing teaching assistants, office staff, and community representative
- c. At least one parent
- d. At least one certified staff representing certified employees
- e. People can volunteer to be members throughout the school year

C. TERMS OF OFFICE

- a. The Principal will be a permanent member of the School Council.
- b. All other members will choose to volunteer for the school year, from August to May.

III. ATTENDANCE AT SCHOOL COUNCIL MEETINGS

A. Non-Members Attendance

- a. Non-Voting members may attend any School Council meeting and express concerns as recognized by the Chair.

B. Member Attendance

- a. Regular attendance or notification of absence is required. Non-attendance without notice for two consecutive meetings may imply an inability to serve.
- b. The School Council facilitator shall approach said member to determine her/his intent to serve.
- c. More than two consecutive unexcused absences will result in the removal of the member

C. DUTIES OF THE SCHOOL COUNCIL

- a. The School Council facilitator will be responsible for creating meeting notices for the public, reminding members, taking minutes and reporting the minutes to the appropriate people (i.e., the district for website publishing)
- b. Determine how the duties of the committees established will be shared among the members of the School Council (i.e., taking minutes, Chair, etc.)
- c. Decide when a vote is appropriate on any issue by the whole or any part of Mission View Elementary School Council

D. MEETING OF THE SCHOOL COUNCIL

- a. The School Council meetings will be held at least once a quarter.
- b. Special meetings may be called as necessary. Meeting days, times, places will be determined by the principal and School Council Facilitator.
- c. Mission View community will be informed of regular meetings through parent and staff newsletters and notices on front door.
- d. Notification of special meetings will be made when necessary.

E. AGENDA FOR SCHOOL COUNCIL MEETINGS

- a. The School Council will determine the agenda for meetings, to include: the aforementioned duties of the School Council, attendance, review of

minutes, non-members comments, announcements, and other issues deemed necessary by the School Council.

IV. METHODS OF OPERATIONS

A. CONSENSUS

- a. Definition of Consensus-occurs when a group reaches a conclusion, which has blended the best ideas into a decision that everyone in the group can support.

B. QUORUM

- a. Definition of quorum- a minimum number of members of the group must be present when voting
- b. Mission View will have a quorum when there is
 - i. The principal
 - ii. School Council Facilitator
 - iii. At least 1 Classified Staff representing teaching assistants, office staff, and community representative
 - iv. At least one parent
 - v. At least one certified staff representing certified employees

V. COMMITTEES

A. Committees will be established on an as needed basis.

B. Membership- People will have the option to volunteer to participate in the committees or will be assigned by Principal. Committee membership is also opened to non-school council members, but they may not vote.