

Bloom Elementary School School Council Bylaws

I PHILOSOPHY

The Site Council shall implement the mission and philosophy of Bloom Elementary School. This shall be accomplished through the cooperative efforts of school personnel, parents, students and community members.

PHILOSOPHY STATEMENT

We believe that Bloom Elementary School should provide opportunities for success for each student. We recognize that each child is unique and should be given opportunities to develop and experience a wide range of intellectual, cultural, social, recreational and civic interest so that he/she may become a productive and responsible member of society.

MISSION STATEMENT

The mission of Bloom Elementary School is to provide a learning environment that stimulates academic achievement, nurtures positive self-esteem, meets individual needs, accepts the uniqueness and potential of each human being and encourages community involvement.

PURPOSE OF SHARED DECISION-MAKING

The purpose of the Bloom School Council is to develop a school-community partnership to improve the quality of education for Bloom students. This will be accomplished by giving all members of the Council an equal opportunity to provide input in the decision making process.

GOALS

- A. To improve the effectiveness, productivity and professional practices of employees
- B. To improve student learning by providing creative environments responsive to diverse student needs
- C. To enrich the educational climate
- D. To encourage community involvement
- E. To fairly represent and communicate with all constituents that comprise the Bloom community regarding educational issues
- F. To take proactive stance in addressing issues related to student success

II
COUNCIL MEMBERSHIP

- A. The Site Council shall be an ethnically balanced representative body of 10-19 selected and/or voluntary members.
- B. Membership of the Site Council may include representatives from the following constituencies (hereby referred to as "the constituencies" throughout the remainder of this document:

1. Principal
2. Certified Staff (3-5) with a minimum of one representative from primary and one
3. from the intermediate grades
4. Parents (3-5), including one representative from the PTA Executive Board, and
5. not employed by TUSD
6. Classified Representatives (2)
7. Students (1-3), including one representative from Student Council (optional)
8. Community Members (non-Bloom parents) (1-3)

- # of teachers = # of parents
- # of teachers + # of parents = majority
- Parent representatives may not work for TUSD
- Members represent communities' ethnic make-up

- C. Meetings will be held four times a year unless otherwise scheduled by the Site Council
- D. Selecting Site Council Members
1. Representatives will be selected by their groups in the manner determined by the Site Council.
 2. Each group specified in subsections II-B shall select its representatives and shall submit the names of its respective representatives to the principal for appointment to the Site Council
 3. Selection of representatives and officers should be completed in April or May for the next year. Officers shall be selected by the membership of the Site Council from the membership of the Site Council.
 4. Length of terms not to exceed three years. Site Council may fill vacancies that occur during the year by appointment.
 5. In order to maintain continuity, membership vacancies will be staggered.
- E. Attendance at Site Council Meetings
1. Non-Member Attendance
Non-voting members may attend any Site Council meeting and express concerns as recognized by the Facilitator.

2. **Member Attendance**
Regular attendance or notification of absence is required. Non-attendance for three consecutive meetings may imply an inability to serve. A representative of the Site Council shall approach said member to determine her/his intent to serve.
3. **Standing and Ad Hoc Committee Chair Attendance**
Committee Chairs or their designated representatives will attend at their own discretion or at the request of the Site Council.

III RESPONSIBILITIES

THE SITE COUNCIL WILL:

- A. Promote decisions consistent with school goals, philosophy and mission statement.
- B. Fulfill duties prescribed in article XI of the Arizona constitution, title 15 of the Arizona Revised Statutes, the rules of the State Board of Education and the TUSD Governing Board.
- C. Effectively communicate with and represent the constituency from which the Council member was selected.
- D. Review Site Council bylaws annually.

IV DECISION MAKING

- A. Consensus occurs when the group reaches a conclusion, which has blended the best ideas into a decision that everyone in the group can support. If consensus is met, an issue passes. If consensus is not met, an individual may choose to step aside and allow the issue to go forward.
- B. Should action be required on a particular issue and there is no consensus, majority vote will be taken and objections noted with the vote total.
- C. At all meetings of the Site Council, each member of the council, including the facilitator, shall have one vote.
- D. Council members present shall be deemed sufficient to constitute a quorum for the transaction of any business.
- E. Unless a resolution is reached, a tie vote will be tabled to the next scheduled meeting.

V COMMITTEES

- A. None of the committees (standing or other) shall be created until such time as the Site Council deems an individual committee is necessary.

- B. One member of each standing committee shall be a council member designated as a liaison between the council and the committee.
- C. There will be six Standing Committees and any number of Ad Hoc Committees as needed.
- D. Types and Responsibilities:

- 1. Standing Committees

- a. Finance/Special Programs

- Fund raising (not PTA connected)
 - Special Funds (Grants, Coke Fund, etc.)
 - PTA funded programs
 - Performances
 - Residencies

- b. Communication/Training

- Between school and district
 - Between school and community/businesses within the Shared Decision-Making Community
 - School Calendar
 - Mediation
 - Visitors
 - In-services
 - Staff Training

- c. Curriculum Content

- Record keeping (grades, folder, portfolios, reading records, etc.)
 - Academic Programs (K-3, GATE, Project ABLE, University of Arizona)
 - School Improvement Plan
 - Extended Day (Hours, Procedures, Curriculum)

- d. Facilities

- School Aesthetics
 - School Environment (playground, patio, and desert lot)
 - Facility Use areas (basements, cafeteria, ramada, room assignments, health and safety)
 - Maintenance

- e. Procedures

- Scheduling (school day, teaching assistants, hours, specialists)
 - Child Study
 - Elections
 - Discipline
 - District job descriptions and guidelines for certificated/classified personnel
 - Staff hires and staff position changes
 - Interviewing prospective employees

- f. Student Council

E. Selection of Members for Standing and Ad Hoc Committees

1. Ad Hoc committees to be decided by the Site Council.
2. Method of selection of standing and ad hoc committee members will be determined by the Site Council through any of the following procedures:

Recruitment

Volunteer

Election

- F. When a committee is formed, the committee needs to submit in writing a statement of purpose to the Site Council record keeper.

VI

CONSTITUTION: PROCEDURES FOR ACTION

A. Ratification

1. Final draft of bylaws, along with the meeting date, will be published and posted for review by the constituencies at least 30 days prior to the meeting for ratification vote.
2. To take effect, this document must be ratified by the constituencies. Ratification of the Site Council bylaws shall be effective upon a 2/3 vote of the constituencies present.

B. Amendments

1. The constitution/bylaws of the Site Council shall be subject to amendment. Amendments must be approved by a two-thirds (2/3) vote of the constituencies present. Final draft of the proposed amendment, along with the meeting date, shall be published and posted for review by the constituencies at least 30 days prior to the meeting for amendment vote.
2. Any member of the constituencies may propose an amendment, which shall be submitted in writing to the Site Council.

THE BLOOM ELEMENTARY SCHOOL CONSTITUENCIES RATIFIED THESE
BYLAWS ON _____

(Month, Day, Year)

VII

PERMANENT SITE COUNCIL RECORDS

THE SITE COUNCIL WILL MAINTAIN ALL OFFICIAL RECORDS.

The Site Council shall direct, compile and maintain the following records:

- A. Annual master calendar of events and meeting agendas.
- B. Minutes of all official action on each agenda, including the voting record of each council member, and attendance at Site Council meetings.

- C. All committee reports shall be retained in the official records of the Site Council.
- D. Other records as required by subsequent action of the Site Council.

VIII

RELATIONSHIP WITH THE SCHOOL SITE ADMINISTRATOR

The Principal shall be a member of the Site Council. The decisions and recommendations of the Site Council shall be implemented by the Principal, under his/her authority as outlined in ARS Sec. 15-353 concerning the responsibilities of carrying out his/her duties.

IX

ENFORCEMENT OF SITE COUNCIL DECISIONS

The Site Council shall make policy for Bloom Elementary School, but shall defer to the faculty, staff, and administration on the day-to-day operations of the school. However, the Site Council shall retain such supervisory powers to insure that its policies, resolutions, and decisions are implemented.

X

RELATIONSHIP WITH EXISTING SCHOOL ORGANIZATIONS

- A. The Site Council will be independent of other site and community organizations, and will act in accordance with federal laws, state statutes, and TUSD board policies.
- B. The Site Council will cooperate with other site organizations and/or committees (examples would include, but are not limited to Bloom PTA, SCPC, student council, TEA and TUSD administration) to promote the welfare of the school and community.