

# **School Community Council (SCC) Bylaws Golden Fields Elementary**

**Established: 2020-21**

**Updated: 2024-25**

## **Article I: Purpose**

The purpose of the Golden Fields School Community Council (SCC) is to:

- Provide a forum for parents, guardians, staff, and community members to participate in the decision-making process at Golden Fields Elementary.
- Prudently expend School LAND Trust Program money for the improvement of students' education through collaboration among parents, school employees, and the local school board.
- Review school-wide assessment data annually.
- Advise, develop and implement plans to improve the education of students.
  - TSSP (school improvement)
  - Trust LAND Plan (expend these dollars to support a goal in TSSP)
  - School Safety Plan (safe walking routes and emergency response plans)
  - Safe Technology and Digital Citizenship Plan

## **Article II: Membership**

The SCC shall consist of the following members:

- The school principal, who shall serve as an ex officio member with full voting privileges.
- Five parent or guardian representatives
  - Four elected parent members
  - One PTA President or PTA designee
- Two school employees (GFE)

Election Process:

- School administration will notify parents via email to solicit interest. If the number of interested parents exceeds the number of available positions, an election must be held.

- Candidates will share a brief paragraph describing themselves and their desire for serving on the council. Elections will either take place digitally through a Google Form where their email address will be collected from a survey or through a secure ballot at the school. The names and/or email addresses of those voting will be cross-checked against school records to verify that they are eligible to vote (parents/guardians of current students). One vote per household.
- If there is not enough parent interest from the initial solicitation for parents to run or participate on the SCC, the school administration shall extend an appointment by personal invitation to ensure that all council positions are filled.
- In order to maintain continuity of council membership, term staggering is preferred (some positions may be a one-year term while others for two years).
- For the 2023-24 school year only in order to maintain council continuity and create ongoing staggering, three parent council members will have their terms extended by one year and two parent positions with a two-year term will be made available for the 2024-25 school year. At the beginning of the the 2025-26 school year there will be three, two-year terms available.

### **Article III: Meetings**

The SCC shall meet at least quarterly. Meetings shall be held at a time and place to be determined by the council (in person or virtually). Agendas will be posted on the school website a week in advance. Robert's Rules of Order and Procedures will be followed.

While any community member may attend SCC meetings and contribute when recognized by the Chair, only elected members may vote when making decisions.

### **Article IV: Officers**

The SCC shall elect the following officers annually at the first meeting of the new school year:

- Chair (shall preside over meetings of the SCC)
- Vice Chair (shall act in the absence of the Chair)
- Secretary (shall keep the minutes of meetings and maintain the records)

### **Article V: Amendments to Bylaws**

These bylaws may be amended by a two-thirds vote of the members of the SCC.