

School Site Council Bylaws
California Pacific Charter Schools
BYLAWS FOR THE SCHOOL SITE COUNCIL

ARTICLE I: California Pacific Charter - Sonoma

The name of this council shall be the California Pacific Charter - Sonomas Site Council.

ARTICLE II: Role of Council

The Single Plan for Student Achievement (SPSA) used for Title I, Part A funding, including a budget, shall be developed and recommended by the School Site Council. The School Site Council, following approval of a SPSA by the schools governing board, shall have ongoing responsibility to review with the leadership team, teachers, other school personnel, and pupils the implementation of the SPSA, and to assess periodically the effectiveness of such a program. Modifications or any improvement to the plan or budget shall be developed, recommended, and approved or disapproved in the same manner. The council shall carry out all other duties and responsibilities assigned to it in the Education Code of the State of California.

The council will also be presented the Local Control Accountability Plan for informative purposes, as well as to elicit feedback. It is not required for the council to approve this document, but to provide feedback or ask questions pertaining to it are encouraged.

ARTICLE III: Members

Section 1 - Size and Composition

The requirements of a school site council are such that membership include broad representation of parents, students, and staff, including all socioeconomic and ethnic groups represented in the school attendance area. Representation on the council shall be: the executive director or designee, three representatives of teachers selected by teachers at the school, one other school personnel selected by other school personnel at the school, three parents of the pupils attending the school selected by other parents of pupils, and two pupils of the school selected by other pupils of the school. The

council shall be constituted to ensure parity between (a) the executive director (or designee) (1), classroom teachers (3), and support staff (1); and (b) equal number of parents (3) and pupils (2).

If a parent/guardian is employed by the school that their pupil/ward attends, they are allowed to serve as a parent representative, but cannot serve as a teacher representative(EC Section 65000[d]).

Section 2 - Term of Office

All members of the council shall serve for a two-year term.

Section 3 - Voting Rights

Each member shall be entitled to one vote and may cast that vote on each matter submitted to a vote of the council. Absentee ballots shall not be permitted and all votes must be submitted during a school site council meeting

Section 4 - Termination of Membership

Each member shall no longer hold membership should he or she cease to be a resident of the area serviced by the school, or no longer meets the membership requirements under which he or she was selected; e.g. a parent becomes employed by the school, student disenrolled from the school, etc.. Membership shall automatically terminate for any member who is absent from two consecutive meetings, pending documented emergency situations. The council can review a person's membership status at any time when due cause is presented. The council, by affirmative vote of two-thirds of all of the members, can suspend or expel a member. This will take place in a public session, with a closed session being a possibility depending on the reasons and causal factors being discussed, in order to maintain confidentiality of personal information.

Section 5 - Transfer of Membership

Membership in the School Site Council is not transferable or assignable.

Section 6 - Resignation

Any member may resign at any time by emailing a written resignation to the school site council chairperson.

Section 7 - Vacancy

If a member resigns from the position, then an election will be held to replace the member. That

newly elected person will serve two full school years in addition to any remainder of a school year for the position in which they occupied.

ARTICLE VI: Meetings of the School Site Council

Section 1 - Regular Meetings

The School Site Council shall meet regularly at least once a quarter.

Section 2 - Special Meetings

Special meetings may be called by the chairperson or by majority vote of the School Site Council.

Section 3 - Place of Meetings

The School Site Council shall hold its regular and special meetings virtually in accordance with the Brown Act and readily accessible by all members of the public, including handicapped persons.

Section 4 - Notice of Meetings

In accordance with the Brown Act, public notices shall be given of regular meetings at least 72 hours in advance of the meeting. Any change in the established date, time, or virtual location must be given special notice. All special meetings shall be publicized. Any required notice, shall be publicly communicated; shall state the day, hour, and access information of the meeting; and shall be communicated personally by email to each member not less than 72 hours prior to the date of such meeting.

Section 5 - Decisions of the School Site Council

All decisions of the School Site Council shall be made only after an affirmative vote of a majority of its members in attendance, provided a quorum is in attendance.

Section 6- Chairperson

The school site council chairperson is a non-voting member of the council that leads the meeting, compiles the agenda, and ensures all regulations are followed.

Section 7 - Quorum

A majority of the committee shall constitute a quorum, and the act of a majority of the members

present at a meeting at which a quorum is present shall be the act of the committee.

Section 8 - Secretary

The secretary provided by the school, shall keep the minutes of the meetings, both regular and special, of the School Site Council and shall promptly transmit to each of the members and post to the school's website within one week after the meeting has concluded.

Section 7 - Conduct of Meetings

All regular and special meetings of the School Site Council shall be conducted in accordance with the Brown Act.

Section 8 - Meetings Open to the Public

All regular and special meetings of the School Site Council shall be open at all times to the public.