

**Northview High School
Local School Council**

Bylaws

AMENDMENT III

Date: August 11, 2005

Article I

Name

The name of this school council shall be the Northview High School Local School Council, hereinafter referred to as the local school council or LSC, organized under the authority of the state law and the Fulton County School System Board of Education.

Article II

Preamble & Purpose

Recognizing the need to improve communication and participation of parents and the community in the management and operation of local schools, the General Assembly of Georgia and the Fulton County School System Board of Education believe parent and community support is critical to the success of students and schools. The intent of these bylaws and guidelines is to bring communities and schools closer together in a spirit of cooperation to solve difficult education problems, improve academic achievement, provide support for teachers and administrators, and bring parents and the local business community into the school-based decision-making process. The LSC shall be an advising, coordinating agency to further the purpose of education and the specific purpose of these bylaws. Specifically, this committee is an advisory, not policy-making committee that works with the local school principal.

The establishment of school councils is intended to help local boards of education develop and nurture participation, bring parents, businesses, and the community together with teachers and school administrators to create a better understanding of and mutual respect for each other's concerns, and share ideas for school improvement. The LSC shall be reflective of the school community.

The following limitations are set for the LSC.

1. The LSC shall have no power to enter into contracts of any nature or to spend public funds.
2. The LSC shall have no power to bind any member of the school district to any debt, liability or obligation in the absence of expressed written authorization from the party to be bound.
3. The LSC shall have no powers beyond those expressly set forth in these bylaws.

The management and control of public schools shall be the responsibility of local boards of education, and the school leader shall be the principal. The local school council shall provide advice, recommendations, and assistance and represent the community of parents and businesses. Each member of the school council shall be accorded the respect and attention deserving of such election.

Article III Operational Date

On August 28, 2002, a school council shall be operational in the Northview High School in the Fulton County School System.

Article IV Accountability

The members of the school council are accountable to the constituents they serve and shall:

1. Maintain a school-wide perspective on issues;
2. Regularly participate in school council meetings;
3. Participate in information and training programs;
4. Act as a link between the school council and the community;
5. Encourage the participation of parents and others within the school community; and
6. Work to improve student achievement and performance.

Article V Scope of School Council Responsibilities

The school council is an advisory body.

The school council shall provide advice and recommendations to the school principal and, where appropriate, the local board of education on any matter, including but not limited to, the following:

1. School calendar;
2. School codes for conduct and dress;
3. Curriculum, program goals, and priorities;
4. The responses of the school to audits of the school as conducted by the Office of Education Accountability;

5. Preparation and distribution to the community of a school profile which shall contain data as identified by the school council to describe the academic performance, academic progress, services, awards, interventions, environment, and other such data as the school council deems appropriate;
6. In the case of a vacancy in the position of school principal, the recommendation of a school principal from a list of qualified applicants submitted by the local board of education and local school superintendent to the school council;
7. School budget priorities, including school capital improvement plans;
8. School-community communication strategies;
9. Methods of reporting to parents and communities other than through the school profile;
10. Extracurricular activities in the school;
11. School-based and community services;
12. Community use of school facilities;
13. Recommendations concerning school board policies;
14. Receiving and reviewing reports from the school principal regarding progress toward the school's student achievement goals, including progress within specific grade levels and subject areas and by school personnel; and
15. The method and specifications for the delivery of early intervention services.

Article VI Authority of the School Council

Thirteen school council members of whom a majority shall constitute a quorum shall manage the property and business of the school council.

The school council may appoint committees, study groups, or task forces for such purposes as it deems helpful and may utilize existing or new school advisory groups. Whenever possible, the Northview HS LSC shall include students in committees, study groups, or task forces.

Should the school receive financial awards resulting from the earning of a grade of A or B for performance on either or both the absolute student achievement standard and progress on student achievement, the school council shall recommend the distribution of the award received for non-certificated personnel.

Article VII School Council Membership

Membership on the school council shall be open to teachers, parents, students, and business representatives and shall include the principal. Members of the school council shall be 18 years of age or older (excluding student members).

The school council shall be comprised of:

1. Four parents or guardians of students enrolled in the school. Three parent representatives on the school council shall be elected by, and from among, the group they represent. The fourth parent representative will be appointed by the PTSA Board. Employees in the school who are also parents or guardians of students enrolled in the school are excluded from serving as parent representatives.
2. Two business persons shall be selected by the non-business members of the school council from the business partners of the school.
3. Four certificated teachers, shall be elected by, and from among, the group they represent, excluding any personnel employed in administrative positions, who are employed at least four of the six school segments at the school; and
4. Two students, appointed by the Student Council sponsors.
5. The school principal who is automatically appointed to the school council. No election is required.

Article VIII Election Procedures

Council members shall be elected for a two-year term.; PTSA parent representatives shall be a one-year term, The term of office shall begin September 1 and end on August 31, except during the first term , which shall begin on August 28, 2002 and end on June 30, 2004, and the second term, which will begin September 1, 2004 and end August 31, 2006.. To facilitate staggered terms during the 2004-2005 school year, one parent, one teacher representative, and one business representative currently serving on the council will continue during the 2004-2005 school year with a one-year term. Elections will be conducted annually beginning in August 2005.

After providing public notice at least two weeks before the meeting of each electing body, the principal of each school shall call a meeting of electing bodies during the month of August for the purpose of electing members of the school council.

The election procedures shall provide for election officers not affiliated with Northview HS. The election results shall be made public at the conclusion of the election meeting.

The electing body for the parent members shall consist of all parents and guardians eligible to serve as a parent member of the school council.

The electing body for the teacher members shall consist of all certificated personnel eligible to serve as a teacher member of the school council.

Article IX
Vacancy on the School Council

Any council member may withdraw from the school council by delivering to the school council a written resignation and submitting a copy to the principal or the secretary of the school council. Should school council members determine that a member of the council is no longer active in the council as defined by the bylaws of the council, the council may, by a majority vote of the council, withdraw such person's membership status, effective as of a date determined by the council.

The office of school council member shall be automatically vacated:

1. If a member shall resign;
2. If the person holding the office is removed as a member by an action of the school council; or
3. If a member no longer meets the qualifications specified by law.

An election within the electing body for a replacement to fill the remainder of an unexpired term shall be held within 30 days, unless there are 90 calendar days or less remaining in the term in which case the vacancy shall remain unfilled.

Article X
Meeting Notice & Location

All meetings of the school council shall be held at the school in a location determined by the principal. The school council shall meet a minimum of 4 times annually, at the call of the chairperson, or at the request of a majority of the members of the school council. Notice by mail shall be sent to school council members at least seven days prior to a meeting of the school council. School councils shall be subject to the Open Meetings Act (O.C.G.A. 50-14-1 -- 50-14-6) in the same manner as local boards of education.

A officer of the school council shall be responsible for notifying, in writing, the local newspaper of all regularly scheduled meetings and all meetings of the school council shall be posted at the local school at least twenty-four hours in advance of the meeting.

Article XI Quorum & Voting Requirements

A quorum is a majority of school council members who must be present in order to conduct official school council business.

At all meetings of the school council, every question shall be determined by a majority vote of members present, representing a quorum.

The adoption of bylaws or changes thereto requires a majority vote.

Each member of the school council is authorized to exercise one vote. Proxy votes are not allowed. Voting members must be present in order to vote.

Article XII Officers Of the School Council & Duties of Officers

The officers of the school council shall be a chairperson, vice chairperson, and secretary. All officers of the school council, shall be appointed by resolution of the school council at the first meeting of the school council following the election of school council members. The officers of the school council shall hold office concurrently with the term of members of the school council.

The school principal shall have the following duties pertaining to school council activities:

1. Cause to be created a school council by convening the appropriate bodies to select school council members; setting the initial agenda, meeting time, and location; and notifying all school council members of the same;
2. Speak for and represent the school council in all school council matters before the local board of education;
3. Communicate all school council requests for information and assistance to the local school superintendent and inform the school council of responses or actions of the local school superintendent;
4. Develop the school improvement plan and school operation plan and submit the plans to the school council for its review, comments, recommendations, and approval;
5. Develop the agenda for each meeting of the school council after taking into consideration suggestions of school council members and the urgency of school matters. An item may be added to the agenda at the request of three or more school council members;
6. Provide to the school council the initial and midterm allotment sheets for the school that are provided by the Department of Education; and
7. Sign the required affidavit on each occasion the school council elects to close a meeting and enter into executive session.

The vice chairperson shall, in the absence or disability of the chairperson, perform the duties and exercise the powers of the chairperson and shall perform such other duties as shall be imposed upon him/her by the school council.

The secretary or designee shall attend all meetings, act as clerk of the school council, and be responsible for recording all votes and minutes of all proceedings in the book to be kept for that purpose.

The school council may determine by a majority vote whether to remove the school council member due to inactivity. The school council will determine the effective date.

Article XIII Minutes

The minutes shall be provided to the school council members, each of whom shall receive a copy of such minutes within 20 days following each school council meeting. The official minutes shall be open to public inspection once approved by the school council no later than immediately following the next regular meeting of the school council.

Minutes at a minimum shall include the names of the school council members present at the meeting, a description of each motion or other proposal made, and a record of all votes. In the case of a roll-call vote, the name of each school council member voting for or against a proposal or abstaining shall be recorded. In all other votes, it shall be presumed that each person approved the action taken in attendance unless the minutes reflect the name of the persons voting against the proposal or abstaining.

School councils shall be subject to the Open Records Act (O.C.G.A. 50-18-70 -- 50-18-74), relating to the inspection of public records, in the same manner as local boards of education.

Article XIV Training of Members of the School Council

The local school council must complete a training program as provided by the Fulton County School System Board of Education.

Article XV
Conflict of Interest & Code of Ethics

An individual who perceives a potential conflict of interest on any vote of the school council should disqualify himself/herself from that vote.

The school council shall abide by the Code of Ethics for School Council Members, if such Code is adopted by the school council.

Article XVI
Remuneration

Members of the school council shall not receive remuneration to serve on the school council or its committees.

Article XVII
Local School Council Bylaws

The school council shall adopt the bylaws, as it deems appropriate to conduct the business of the school council. The adoption of bylaws or changes thereto requires a two-thirds vote.

Article XVIII
Immunity

The school council shall have the same immunity as the local board of education in all matters directly related to the functions of the school council.

Article XIX
Parliamentary Authority

Robert's Rules of Order, Newly Revised shall be the governing parliamentary authority for school councils in all cases applicable but not inconsistent with these bylaws.

Adopted: August 11, 2005_

Date

_Andra Conway

Northview High School Chairperson