Yavapai
Site Council

By-Laws

Yavapai Elementary School

701 N. Miller Rd.

Scottsdale, AZ 85257

Article I Vision/Mission Statement

Mission and Vision Statement

TBD

Article II Purpose

Site Based Shared Decision Making (SBSDM) is a process to enable effective school improvement. The Site Council is responsible for setting the direction for school improvement. Focus should be on the overall school goals and strategies necessary for achieving those goals. Evaluation is an important component. Each goal should be evaluated on an annual basis, leading towards the development of future goals and strategies. The intended focus is on vision creation rather than problem solving. It is understood that this is a complex process and requires time to build trust, focus on needs for improvement, and gain the requisite levels of meaningful involvement.

Article III Membership

A. The Yavapai Site Council may be comprised of various members composed of the following categories:

1. Up to six teachers, selected at large by the teaching staff, with a preference for representation from all subject and grade level areas Pre-K through 8th Grade.

2. Up to six parents nominated and elected by the parent community. Parent representatives may not be employees of the school district.

3. One (1) classified employee elected by the school's classified employees.

4. Up to two administrators.

5. The principal will serve as chairperson unless another member is chosen by the Site Council to serve in these roles.

B. Terms of office are for two years and expire on June 30 according to the following schedule:

Unfilled seats may be appointed by the principal.

C. Resignation - Any member may resign at any time by giving written notice to the Site Council. Unless otherwise specified in such written notice, the resignation shall take place upon receipt of the notice by the Site Council.

D. Removal - Any member of the Site Council may be removed by a two thirds vote of the group at a regular or special meeting.

E. Vacancies - Vacancies will be filled by the duly seated members of Site-Council for the balance of the vacant term.

Article IV Meetings

A. The first meeting of the fiscal year shall be called by the Chairperson. At the first meeting of this fiscal year the Site Council shall set the schedule for all regular meetings that will be held during the fiscal year. The meeting schedule will be published in the school newsletter. The meeting schedule as well as agenda and minutes will be posted in the Site Council notebook kept in the school's front office.

B. Any member of the Site Council may place an item on the agenda by giving it in writing to the Chairperson no later than one week prior to the regularly scheduled meeting.

C. Meetings shall be open to the public. They will only be held if there is a quorum. The Chairperson shall be in control of the meeting. An attempt will be made to reach decisions by consensus. Any member of the Site Council may call for consensus on a decision item at any time. Consensus is reached when all members of the Site Council agree that they can live with the decision. At the Chairperson discretion, he/she may call for a vote on an issue. A majority vote of the members present will be necessary to make a decision through the voting process.

D. Special meetings may be called by the Chairperson. Notice of special meetings will be posted as far in advance as possible in the Site Council notebook kept in the front office.

E. A quorum is the presence of a majority of the duly appointed members.

F. Minutes will be kept and made available for inspection in the school office.

Article V Committees

Yavapai Elementary Committees are necessary to assist with the implementation of the Site Improvement Plan.

Article VI Fiscal Year

The fiscal year begins on July 1st of each year and ends the following June 30th.

Article VII Amendments

These By-Laws may be amended by 2/3 majority of the Site Council.

Article VIII Ratification

These By-Laws will be ratified by consensus of the Site Council.