Kiva Elementary School



Site Council By-Laws

2024/2025

Article I Mission Statement

The mission statement of Kiva Elementary School Site Council is the mission stated of the Scottsdale Unified School District

"Ensure all individual learners reach their own potential."

Article II Purpose

The purpose of the Kiva Site Council is to ensure that individuals are provided the opportunity to share in the decision making process. The Site Council is designed to represent the entire Kiva Community. It is a vehicle by which school staff, administrators, representative parents and community members may maximize the school's potential and develop partnerships that promote our mission.

Article III Membership

A. Membership of the Kiva Site Council consists of :
   -principal and assistant principal
   -3 teachers (certified staff)
   -1 classified staff member
   -3 parents
   -1 community members

B. Each member will serve a one year term which begins on July 1st and expires on June 30th.

C. Resignations: A 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. Vacancies that become available through resignation may be filled for the remainder of the unexpired term through the same manner in which they were originally elected or selected.

D. Voting Rights: Each member is entitled to one vote and may cast that vote on any matter submitted to a vote of the council. Voting may be done through electronic mail or in person.

E. Termination of Membership- The council may, by affirmative vote of two-thirds of all its members, suspend or expel a member.

F. Vacancy-

Classified representative- appointed by the principal

Teacher representatives will be appointed by the principal

Community Member representative will be nominated by any member of the Site Council and elected by majority vote of the site council.
Parent representatives will be nominated by a current parent representative or current PTO Board members. Notice of nominations will be posted at least one week before the last meeting of the year.

G. Site Council members will vote on Parent Representatives and Community Representatives during the last quarter of the school year. Notifications will be sent to those parents and community members who were elected to serve and to those parents and community members who were not elected to Serve.

Article IV Meetings

The council shall meet regularly each month. The chairperson may call special meetings of the council by majority vote of the council. All meetings must be open to the public.

The council shall hold its regular meetings at the school.

Written public notice shall be given of all meetings at least 72 hours in advance of meeting. Changes in the established date, time or location shall be given special notice. All meetings shall be publicized on the school website and in the main office.

Meetings of the council shall be conducted in accordance to the Open Meeting Act.

The agenda and minutes will be kept and made available for viewing, upon request, in the school.

Article V Fiscal Year

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

Article VI Amendments

These by- laws may be amended by consensus of the Site council.

Article V!! Ratification

These by-laws will be ratified by consensus of the Site Council Annually.

Signatures:

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