

High School Accountability Advisory Committee (By-Laws)

ARTICLE I: Committee membership

1. The high school accountability committee will be made up of any interested district patrons. It will be composed of a fair cross section of all ethnic groups within the school district.
2. This committee is committed to the Educational Management/Accountability Team concept and subscribes to practices set forth in the accompanying policy. The committee will attempt to maintain a membership similar, proportionately, to that of the EM/A Team. Voting members are:
 - One member of the Board of Education
 - One EM/A Team parent representative
 - One Middle School parent liaison
 - One Booster Club representative
 - Four high school staff representatives
 - Four Highland High School student representatives
 - Five patron representatives-one from each director district .
3. Voting membership will be forfeited if a member misses three consecutive meetings. Couples, one or the other of whom can attend each meeting, will occupy one voting membership position.
4. Committee membership may be by request of appointment of the high school principal.
5. Vacant positions may be filled at the discretion of the committee.

ARTICLE II: Terms of office

1. With the exception of the committee officers and high school student representatives, all members of the committee will serve two-year terms. Members may be reappointed for an additional two-year term.

The Board of Education member, middle school parent liaison, two high school representatives and patron representatives from director districts D and E will be appointed in even-numbered years.

The EM/A Team parent representative, the Booster Club representative, two high school staff representatives and patron representatives from director districts A, B and C shall be appointed in odd-numbered years.

2. A student may serve for one or two years at his option.

ARTICLE III: Officers

A chairman/co-chairmen and secretary will be elected by the committee from the pool of voting committee members. A nonvoting member may serve as secretary of the committee.

ARTICLE IV: Committee operations

1. Study topics for the committee may derive from the principal, EM/A Team, faculty or from any member of the committee.
2. An agenda for each meeting will be developed collaboratively by members of the committee. Provisions always will be made for additional agenda items. Such items will be added to the bottom of the agenda.
3. All meetings will be conducted in a timely fashion and in accordance with parliamentary procedures. No meeting will run in excess of two hours without consent of the membership.
4. The committee will review the building goals set by the Highland High School staff, make recommendations and return them to the staff for action. The committee may suggest district goals to the superintendent.
5. The school action plan including the previous year's building goals, exit report and the coming year's building goals will be submitted in accordance with state law and regulations.
6. Public notice of all building level accountability meetings will be given at least 24 hours in advance of the meeting, and each meeting will be open to the public.
7. These by-laws will be reviewed and/or updated annually.

Current practice codified 1995

Approved: date of manual adoption