LIVERMORE VALLEY JOINT UNIFIED SCHOOL DISTRICT

EAST AVENUE MIDDLE SCHOOL

SCHOOL SITE COUNCIL BYLAWS

ARTICLE I Name of Council

The name of this council shall be the East Avenue Middle School School Site Council (SSC).

ARTICLE II Role of Council

The School Plan for Student Achievement (SPSA), including a budget, shall be developed and recommended by the School Site Council. The School Site Council, following approval of a plan by the school district governing board, shall have ongoing responsibility to review the plan with parents, teachers, other school personnel, and the school community. Implementation of the school plan shall include modifications that result from staff review of programs and achievement, data from achievement tests, program improvement status as well as any other findings from review teams. Additionally, the school program shall be assessed periodically based on criteria that show significant improvements for special needs populations over previous years. Specific changes to the plan or budget shall be developed, recommended, and approved or disapproved in the same manner. This section of the bylaws shall in no way be construed as giving the School Site Council a power of veto over any education program. The CHARACTERISTICS OF AN EFFECTIVE SCHOOL SITE COUNCIL:

- Recognizes its goals and responsibilities and carries them out in an efficient manner
- Has a diverse composition
- Communicates with the broader school community
- Solves problem effectively
- Makes progress toward its goals with a maximum of efficiency and a minimum of wasted efforts.
- Provides for sharing of leadership responsibilities by group members.
- Provides an atmosphere in which members freely express their feelings and points of view.
- Makes intelligent use of the diverse/different abilities of its members.
- Faces reality and sticks to issues that are vital to its members.
- Is not dominated by its leader or by any of its members.
- Recognizes the values and limitations of democratic methods.
- A council shall be an advising and collaborating council in order to further the purpose of education and the specific purpose of these bylaws.
- In the absence of written consent, no council member shall be required to provide any sum of money, property or service, other than services described herein, to the School Site Council.
- The council shall carry out all other duties and responsibilities assigned to it in the Education Code of the State of California.

ARTICLE III Members

Section 1 - Size and Composition

The School Site Council shall be composed of a minimum of 10 members. Membership of the SSC consists of the following members who were nominated and selected by their peers: In secondary schools, half of the members are the principal, classroom teachers, and other school personnel; half are students and parents. Classroom teachers are a majority of the first group; students make up one-half of the second group. A 50 percent students/parents, 50 percent school personnel ratio shall be maintained if additional members are elected. Council members representing parents and/or community members may be employees of the school district but may not serve as a parent representative at the site of employment.

Section 2 - Term of Office

All members of the council shall be selected and serve for a two-year term. However, in order to achieve staggered membership, one-half, or the nearest approximation thereof, of the members representing parents (and students) or community members and one half, or the nearest approximation thereof, of the members and students representing teachers and other school personnel (except the principal) shall serve for a one-year term only during the first year of the council's existence. After the first year of the council's existence, all terms shall be two years in length. At the first regular meeting of the council, a chance method shall be used to determine which members shall serve one-year terms. At the conclusion of a member's term, at least one year shall elapse before such member may be selected to a new 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. The elected alternate shall vote in the absence of the representative. Absentee ballots shall not be permitted.

Section 4 - Termination of Membership

If a member ceases to be a resident, or no longer meets the membership requirements under which the member was selected, that member shall no longer hold membership. A member shall no longer hold membership should he or she cease to be a resident of the area. Membership shall automatically terminate for any member who is absent from all regular meetings for a period of three consecutive months. The council, by affirmative vote of two-thirds of all of the members, can suspend or expel a member.

Section 5 - Transfer of Membership

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

Section 6 - Resignation

Any member may resign by filing a written resignation with the principal of the school.

Section 7 - Vacancy

Any vacancy on the SSC occurring during the term of a duly elected member shall be filled by a new member selected in an appropriate manner (e.g., regular elections; appointment of the

SSC for the period of time until the next regular election; or the seating of a previously elected alternate member to fill the remainder of the term of the vacant seat).

ARTICLE IV Officers

Section 1 - Officers The officers of the School Site Council shall be a chairperson, vice-chairperson, secretary, and such other officers as the council may deem desirable.
Section 2 - Election and Term of Office
The officers of the School Site Council shall be selected annually and shall serve for two years or until each successor has been elected.

Section 3 - Removal
Any officer may be removed by a two-thirds vote of all members sitting on the School Site Council whenever, in the judgment of the council, the best interest of the council would be served thereby.

Section 4 - Vacancy
A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall, by special election, be filled by the School Site Council for the unexpired portion of the term.

Section 5 - Chairperson
The chairperson shall preside at all meetings of the School Site Council and may sign all letters, reports, and other communications of the School Site Council. In addition, the chairperson shall perform all duties incident to the office of chairperson and such other duties as may be prescribed by the School Site Council.

Section 6 - Vice-Chairperson
The duties of the vice-chair person shall be to represent the chairperson in assigned duties and to substitute for the chairperson during that member's absence, and the vice-chairperson shall perform such other duties as may be assigned by the chairperson or by the School Site Council.

Section 7 - Secretary
The secretary 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, to the principal, and to such other persons as the council may deem, true and correct copies of the minutes of such meetings; see that all notices of all meetings are duly given to members in accordance with the provisions of these bylaws; see that agendas are posted in a location accessible to parents 72 hours in advance of a meeting; be custodian of the School Site Council records; keep a register of the address and telephone number of each member of the School Site Council which shall be furnished to the secretary by such member; and, in general, perform all duties incident to the office of secretary and such other duties as may be assigned to the office by the chairperson or by the School Site Council.

ARTICLE V-Committees

Section I – Standing and Special Committees
The School Site Council may establish and abolish such standing or special committees as it may desire. No standing or special committee may exercise the authority of the School Site Council.

Section 2 - Membership
10 Unless otherwise determined by the School Site Council in its decision to establish a committee, the chairperson of the School Site Council shall appoint members to the various committees.

Section 3 - Term of Office
Each member of a committee shall continue as such for the term of the member's appointment and until a successor is appointed, unless the committee shall be sooner terminated or abolished, or unless such member shall cease to qualify as a member thereof.

Section 4 - Rules
Each committee may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the School Site Council or with policies of the governing board.

Section 5 - Quorum
Unless otherwise provided in the decision of the School Site Council designating a committee, 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 6 - Vacancy
A vacancy in the membership of any committee will be filled in the same manner as provided in the case of the original appointment.

ARTICLE VI Meetings of the School Site Council

Section 1 - Regular Meetings
The School Site Council Shall meet regularly with dates set by the SSC members.

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 meetings and its special meetings in a facility provided by the school and readily accessible by all members of the public. 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 4 - Notice of Meetings
Public notice of all meetings shall be given and agendas posted 72 hours in advance in a place accessible to the entire school community and parents. Any change in the established date, time or location must be given special notice. All special meetings shall be publicized. Any required notice shall be in writing, shall state the day, hour, and location of the meeting, and shall be delivered either personally or by e-mail to each member not less than seventy-two hours or more than two weeks prior to the date of such meeting.

Section 5 - Quorum
The presence of 51 percent of the total membership shall be required in order to constitute a quorum necessary for the transaction of the business of the School Site Council. No decision of the School Site Council shall be valid unless a majority of the members then holding office concur therein by their votes.

Section 6 - Conduct of Meetings
All regular and special meetings of the School Site Council shall be conducted in accordance with Robert's Rules of Order or in accordance with an appropriate adaptation thereof.

Section 7 - Meetings Open to the Public
All regular and special meetings of the School Site Council and of its standing or special committees shall be open at all times to the public.

ARTICLE VII Amendments

These bylaws may be amended at any time by a two-thirds affirmative vote of the members of the council, provided that the amendment is used to further the purpose of the council as herein expressed. Any amendments must conform with the Education Code of the State of California. In witness thereof, the East Avenue Middle School, School Site Council has caused these bylaws to be duly executed on the 11 day of December, 2024

Name of School Site Council Chairperson Shakè Sulikyan (Shakè Sulikyan)

Signed Shakè Sulikyan