Jon Van Lindley Elementary School Improvement Team Bylaws

PREAMBLE

The school improvement team shall be established in accordance with G.S. 115C-105.27, G.S. 115C288(l) and Guilford County Board of Education Policy/Administrative 3430-3430-R, School Improvement Teams.

ARTICLE I – NAME

The official title of the ABC Elementary school improvement team shall be "The Jon Van Lindley Elementary School Improvement Team" (hereinafter referred to as "School Improvement Team or SIT".)

ARTICLE II – PURPOSE

Under the leadership of the principal, the School Improvement Team (SIT) shall develop a school improvement plan to improve student performance that addresses the following areas:

• improved instruction and student outcomes;

• professional development;

• school climate, which includes safety, discipline, student learning environment and teacher working conditions;

• school community satisfaction (students, parents, teachers), and

• duty-free lunch/planning time for teachers.

ARTICLE III – POWERS AND DUTIES

The SIT will be involved in a number of tasks that affect the operation of the school. Those tasks shall include:

• facilitating the development of the school improvement plan including a safe school plan;

• monitoring, assessing, and amending the school improvement plan (three to four times during each school year);

• advancing policies and procedures that enhance achievement and meet educational, safety, and parent involvement goals related to school improvement; and

• collaborating on budgetary, professional development, and instructional issues as they relate to school improvement planning.

The SIT is not designed to usurp the authority of the principal and is not directly involved in the day-to-day operations of the school.

ARTICLE IV – MEMBERSHIP

Section I – Membership

The School Improvement Team shall consist of the following:

• school principal,

• representatives of the assistant principals,

• instructional staff,

• instructional support staff,

• teacher assistants, and

• parents of children enrolled in the school.

Section 2 - Election and Terms

School-Based Personnel: Representatives of the assistant principals, instructional personnel, instructional support, and teacher assistants shall be elected by their respective groups via secret ballot. Ballots shall be maintained at the school for one year. Secret ballot is defined as a voting method in which a voter's choice(s) are anonymous; thus, votes shall be collected via paper or electronic ballot. The election process itself shall take place in an open and transparent manner.

Parent Membership: Parent representatives shall be elected by parents of children enrolled in the school via a secret ballot election conducted by the parent and teacher organization of the school, or if none exists, by the largest organization of parents formed for this purpose. Ballots shall be maintained at the school for one year. Secret ballot is defined as a voting method in which a voter's choice(s) are anonymous; thus, votes shall be collected via paper or electronic ballot. Parents representatives should reflect the racial and socio-economic composition of the students enrolled in the school and shall not be members of the building-level staff. It is the goal of the SIT to include a minimum of two parent representatives with a maximum of 30 percent of the SIT comprised of parents.

Each SIT member shall serve a minimum of one year and a maximum of two consecutive years.

ARTICLE V – MEETINGS

Section 1 – Regular Meetings

The SIT shall meet on the first Tuesday of every month unless a holiday or teacher workday is scheduled on that day. During those months, the SIT will meet on the third (day of the week) of the month. Meetings will take place in the Media Center at 2:30 PM unless otherwise determined and announced in accordance with North Carolina Open Meeting Law.

Section 2 – North Carolina Open Meeting Law

SIT meetings are subject to the open meetings requirements of Article 33C of Chapter 143 of the North Carolina General Statutes. Deliberations on the school safety components of the plan shall be in closed session in accordance with G.S. 143-318.11(a)(8). The principal shall ensure that these requirements are met.

Section 3 – Quorum

Fifty percent of the SIT members plus an additional member shall constitute a quorum/majority for the transaction of any official business. If at any meeting of the SIT there is less than a quorum present, a majority of those present may adjourn the meeting, without further notice, until a quorum is obtained.

ARTICLE VI – COMMITTEES

Committees may be established as needed to meet the purpose of SIT as stated in Article II. Committee members and chairs are to be agreed upon by consensus. Committee meetings are subject to the open meeting laws. A majority of any committee may fix its place and time of meetings. All committees shall report back to the SIT as requested.