

# Jordan High School Community Council Bylaws

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## Article I – Name

Jordan High School Community Council

## Article II- Laws

All Utah School Community Councils function under the following laws and statutes:

Utah Code Ann.

- §52-4-1, et seq.
- §53A-1a-108
- §53A-1a-108.5
- §53A-16-101.5
- §53A-1-606.5
- §53A-3-402
- §3A-3-701
- §53A-6-101
- §53A-6-104

Utah Administrative Code:

- Title 52; Chapter 04 – Open and Public Meetings Act
- R277-477-1, et seq.
- R277-491-1, et seq.

Canyons School District Policy

- Section: K-School Community-Home Relations; School Community Councils; File No.KCE

## Article III -Standing Rules

- I. Number of Members: The number of School Community Council members will be limited to 18 total members (established November. 2015). This number will adhere to laws
  - a. 53A-1a-108 (4)(a) (i)each school community council for a high school shall have six parent or guardian members and five school employee members, including the principal, and

- b. 53A-1a-108(c) (i) A school community council may have a larger membership provided that the number of parent or guardian members exceeds the number of school employee members by 2 members.
- II. Members, parent and employee, have an expectation of attendance.
  - a. If for some reason a member cannot attend, they need to notify the chairman ahead of time to be excused.
  - b. Missing three meetings during a given school year will be grounds for the respective group (parent or employee) to appoint a replacement. If absences are excused, respective group may give a warning, but on fourth absence, a replacement is mandatory.
- III. A quorum is defined as a qualified majority with the stipulation that the majority must follow the legal composition of the council and have, at minimum, one more parent member than employee member present to vote.
- IV. The Jordan School Community Council will meet a minimum of four times with a schedule being decided and voted upon in the first meeting.
- V. As School Community Councils are subject to Open Meetings Law, Utah Code Title 52, Chapter 4, Section 207; electronic meetings must happen in accordance with the law and be publicly noticed as with any public meeting by this body.
- VI. Subcommittees may be established or ceased by a majority vote of the council.
  - a. Each subcommittee has to be chaired by at least one elected school community council member, which will report monthly on the committee's progress.
  - b. Other SCC members may serve on a committee.
  - c. Additional community members, both employee and parent, that are not elected SCC members may serve on any subcommittee.
- VII. All meetings will be conducted using Robert's Rules of Order
- VIII. Other positions to be considered by membership include:
  - a. Secretary
    - i. May be an elected member of the board.
    - ii. If appointed, membership needs to approve by majority vote.
  - b. PTA Liaison
    - i. May be an elected parent member of the committee, or
    - ii. An ex-officio non-voting member of the PTA's choosing.
  - c. Counselor – required as employee member under Comprehensive Guidance Plan
    - i. Who serves from counseling is up to faculty vote.
    - ii. Representatives from counseling office are welcome to attend as ex-officio, non-voting members if not voted on by employee membership.
  - d. School drama selection committee member
    - i. To be appointed in the first meeting of the year to help in the selection of theatrical productions.
- IX. Guests may share appropriate input on subjects that fall under the School Community Council purview. The items that are appropriate for discussion by School Community Councils include, but not limited to:

- i. School Improvement Plan.
- ii. School LAND Trust Plan.
- iii. Assistance in the development of the Staff Professional Development Plan
- iv. Academic needs of the school, with direction to determine the greatest academic need of the school for LAND Trust Plan expenditures.
- v. Parent/School communication and involvement.
- vi. Cell tower monies.

Items not to be discussed by the School Community Council include:

- I. Any personnel issues
- II. Individual student information

For a patron to bring a topic to the School Community Council they must contact the Council President in advance of the meeting and ask to be added to the agenda. An individual will be given 3 minutes to present. A group will be given 5 minutes to present. The Council, as a body, may then choose to add the topic to an agenda for future discussion. The School Community Council, as a whole, may invite any person/group to make a longer presentation if desired.

Approved by vote of Jordan School Community Council November 10, 2015  
Revised April 26, 2011