

Crescent Elementary School Community Council Bylaws

Article 1-Name

Crescent Elementary School Community Council

Article 2-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 3-Standing Rules

1. Elections for SCC representatives will be held prior to the September SCC meeting, but after the start of school each year.
 - a. Notification of available SCC parent seats, election dates, and procedure for declaring candidacy will be made during the registration process (beginning of school packet) or at Back to School Night.
 - b. If there are more candidates than available seats, an election will take place, and an alternate will be selected. They will be appointed if a vacancy occurs before the next election.
 - c. Members are elected for a two year term, and may be re-elected as long as they have students that attend Crescent Elementary.
2. Number of Members: The number of School Community Council members will have at least 7 members. This number will adhere to laws
 - 53A-1a-108 (4)(a) (i)each school community council for an elementary school shall have at least five parent or guardian members and two school employee members, including the principal, and a teacher.
 - 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.
 - a. The PTA president is invited to be a non-voting member of the SCC
3. Members, parent and employee, have an expectation of attendance. If for some reason a member cannot attend, they need to notify the chairman ahead of time to be excused.
 - a. Missing three meetings during a given school year may be grounds for the respective group (parent or employee) to appoint a replacement, or have a replacement appointed for them.

4. A quorum is defined as a qualified majority with the stipulation that the majority must follow the legal composition of the council.
5. The Crescent Elementary School Community Council will meet often enough to follow minimum state requirements, but will typically meet once a month. The majority of the council must agree to cancel a meeting.
 - d. 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.
6. 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.
7. All meetings will be generally use Robert's Rules of Order
 - a. Meetings will start and end on time, and stay focused on the agenda
 - b. Members and guests will come prepared to participate
 - c. Respect for others in verbal and non-verbal communication will be shown
 - e. Guests may share appropriate input on subjects that fall under the School Community Council purview. Only elected SCC members may vote.
8. Positions to be considered by membership include:
 - a. Chair
 - i. An elected member of the council.
 - ii. Can serve repeated terms.
 - b. Secretary
 - i. May be an elected or appointed member of the board.
 - ii. If appointed, membership needs to approve by majority vote.
9. The items that are appropriate for discussion by the Crescent Elementary School Community Council includes, but is not limited to:
 - a. School Improvement Plan.
 - b. School LAND Trust Plan.
 - c. Assistance in the development of the Staff Professional Development Plan
 - d. Academic needs of the school, with direction to determine the greatest academic need of the school for LAND Trust Plan expenditure.
 - e. Managing funds acquired from cell towers.
 - f. Advise and make recommendations regarding school programs and issues relating to the community environment for students.
 - g. Parent/School communication and involvement.
 - h. School safe walking route (SNAP)
10. Items not to be discussed by the School Community Council include:
 - a. Any personnel issues
 - b. 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.

11. These Bylaws will be posted on the school website and will be reviewed and agreed to every other year by all members on the council.

Approved by the vote of the Crescent Elementary School Community Council: January 2017