

**SCHOOL-BASED MANAGEMENT / SITE COUNCILS**

Every school shall vote on whether to establish a site council for the purposes enumerated in Governing Board Policy 0420 and Education Code 52852. The vote shall be held at the school on a day advertised to parents/guardians and all mail-in ballots received by that date shall be counted. Each parent/guardian and staff member of the school shall have one vote. A majority of those voting shall determine the outcome. A committee made up in the exact proportions required under Board Policy 0420 and Education Code 52852 shall oversee the issuance of ballots, voting, and the canvas of results. This committee shall be appointed by the principal. The principal shall be responsible to inform parents/guardians of the purposes for a school site council prior to the election. At least one meeting shall be scheduled for this purpose. After the decision is rendered it shall be reported to the parents/guardians, staff and the Board.

If the vote is in the affirmative the principal shall conduct elections as prescribed in Board Policy 0420 for site council members. The site council shall meet for the first time within 30 days of the election.

The site council shall be governed by Robert's Rules of Order in conduct of its business. A quorum for conducting business shall be a majority of filled positions on the site council. When a member abstains his/her abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.

Officers may be elected as desired by the membership.

The site council may vote to replace any member who misses two consecutive duly noticed meetings and may accept resignations of members. The site council members representing each constituency; parents/guardians, teachers and other school personnel may appoint replacements for terminated members or may ask the principal to schedule an election of the constituency. The principal shall, at his option, call for a student body election or appoint for a vacant student position.

Meeting agenda shall be posted in the school and mailed to site council members 72 hours in advance of a meeting. No action may be taken on any item not appearing on the agenda.

Site council members shall be elected for two-year terms. Members appointed or elected to replace terminated members, shall serve for the remainder of the term of office of the member being replaced. The candidates representing each constituency who receive the highest number of votes in the first election shall serve three-year terms so that replacement terms will be staggered in order to provide continuity.

**SCHOOL-BASED MANAGEMENT / SITE COUNCILS** (continued)

All site council agendas and actions shall be published to staff and parents/guardians prior to the next scheduled meeting. Usual school notice distribution or inclusion in site news bulletin shall be adequate publication.

*(cf. 1220 - Citizen Advisory Committees)*