

Vesey Elementary School  
By-Laws

**ARTICLE I – Name and Mission**

The name of Vesey’s Shared Decision-Making Council shall be Vesey Elementary School Council. Vesey Elementary School values and challenges every student to become a lifelong learner and contributing member of our diverse society.

**ARTICLE II – Composition and Selection of School Council Members**

The School Council exists and functions according to State Statute, ARS Sec. 15-351

**PRINCIPAL:** The principal shall be a member of the School Council. The decisions and recommendations of the School Council shall be completed by the principal, under his/her authority as outlined in ARS Sec. 15-353 – concerning the responsibilities of carrying out his/her duties. When present, the assistant principal is a permanent member. The assistant principal only has voting rights in situations when the principal is not voting.

**TEACHERS, PARENTS, SUPPORT STAFF, COMMUNITY MEMBERS:**

The School Council shall consist of:

- 4 Teachers: 1 from K-2  
1 from 3-5  
2 at Large
- 4 Parents of Vesey students (non-TUSD employees)
  - a. A parent or legal guardian shall have a child who attends Vesey.
  - b. A parent or legal guardian who is employed by Tucson Unified School District may serve as a member of the School Council if he/she is not employed at the same school that their child attends.
- 2 Support Staff
- 1 Community Member
- 1 Facilitator

**Manner of Selection**

Their representative group shall elect teachers. If an election is unnecessary because there are only 4 teachers interested in serving on the School Council, volunteers shall be accepted without an election.

Their representative group shall elect parents. This could include PTA or just an election of parents at a public meeting. If an election is unnecessary because there aren’t enough parents interested in serving on the School Council, volunteers shall be accepted without an election. Support Staff members shall be elected by their representative group. If an election is unnecessary because there are only 2 staff interested in serving on the School council, volunteers shall be accepted without an election.

The community member shall be recruited from the local business area.

## **Term of Service**

All School Council members will serve for the full calendar year (September- August 31) and may need to meet during the summer.

## **ARTICLE III – Purposes**

The purposes of the School Council are as follows:

- Meet the Arizona Revised Statute requirements of establishing School Councils as outlined in ARS Sec. 15-351.
- Provide a framework for shared decision-making.
- Facilitate communication between the School Council, school community and school district.
- Promote a positive attitude in creating “Public Trust” in making decisions that will develop and expand educational goals that are in the best interests of student learning and achievement both at home and at school.
- Recommendations for submission of the school’s 301 Plan goals to the Superintendent;
- Recommendations for the selection of the school administration to the Superintendent;
- Recommendations for the allocation of discretionary budget;
- Recommendations for the school’s curriculum to the Superintendent or the Governing Board;
- Determining the use of undesignated tax credits at the school as provided by law.

## **ARTICLE IV – Basic Policies**

- The School Council will be independent of other site and community organizations.
- The School Council will support the improvement of teaching, learning and achievement.
- The School Council will cooperate with other site organizations and/or committees (PTA, SCPC, etc.) to promote the welfare of the school and community.

## **ARTICLE V – Meetings and Members**

- The meetings of the School Council shall be conducted as prescribed in Robert’s Rules of Order in all cases in which they are not in conflict with these by-laws.
- The members shall elect a facilitator.
- The members shall elect a co-facilitator who will conduct business in the absence of the facilitator.

- The School Council shall have a recording secretary to record the minutes of the meetings, which should include: attendance, topics, agenda items, discussions, recommendations and decisions.
- All meeting will operate under Open Meetings Law.
- All meetings will include a call to the audience at the end.
- Simple majority (over 50%) of all members of the School Council must be present to constitute a quorum for official business.
- Operation/Use of Consensus by Council
  - a. If consensus is met, the decision passes
  - b. If consensus is not met, the council may take a variety of action including:
    - i. Agree to take more time in order to research and discuss ideas for resolving areas of disagreement and bringing the group to consensus
    - ii. Agree to suspend consensus with a two-thirds majority vote of the entire School Council present.
  - c. It will be the school council's practice not to revisit issues once the council has considered the issue for the current school year.
- The Facilitator shall cast the deciding vote in case of a tie.

#### **ARTICLE VI – Order of Business**

- Recommendations and proposals may be submitted to the School Council.
- The School Council shall submit an Annual Report to the Joint Shared Decision-Making Committee (Joint Committee) as to programs, activities and actions of the School Council.
- The School Council shall establish lines of communication and support with the District, parents, staff and community.
- The School Council shall create/maintain standing committees, special committees and study groups as necessary to carry out the goals and objectives of Vesey Elementary School and the School Council.
- The School Council shall establish regular meetings to be held at least monthly during the months of August through May, at a time fixed by the School Council. A majority of voting members of the School Council present at any meeting shall constitute a quorum for the transaction of business. Special meetings may be called by the facilitator or by a majority of the members of the School Council.

#### **ARTICLE VII – Procedures for Communication**

- Each committee and study group will be asked to submit minutes of their monthly committee activities, as well as an Annual Report, to the School Council. These Annual Reports shall be included in the School Council's Annual Report to the Joint Committee.
- The School Council shall communicate with faculty, staff and parents by posting the monthly agendas and minutes.

- Oral communication at Faculty meetings and/or PTA meetings shall be utilized when necessary.
- In addition to the posting of the agendas and minutes, the date and time of the monthly meetings shall be included in the Vesey School communication.

#### **ARTICLE VIII – Procedures for Ratification and Amending of the By-Laws**

- To take effect, this document must be ratified by a two-thirds majority of the **ballots cast** by the Vesey Elementary School Council.
- Any member of the Vesey Elementary School community can propose an amendment to the School Council’s By-Laws. Rationales for the proposed amendment shall be presented to the School Council. An amendment must be passed by a two-thirds majority of the **ballots cast** by the Vesey Elementary School Council.