



School Site Council Bylaws

McCabe School Site Council / District Advisory Council SSC / DLAC

ARTICLE I: Name of Council and Duties

The name of this organization shall be the McCabe School Site Council / District Advisory Council (SSC/DAC) and thereafter referred to as the Council, shall carry out the following duties:

- obtain recommendations for the proposed School Plan for Student Achievement from all stakeholders and any applicable school advisory committees (Ed Code 64001).
- revise improvement strategies and expenditures in accordance with all state and federal laws and regulations.
- recommend the plan and expenditures to the governing board for approval.
- provide ongoing review of the implementation of the plan with the principal, teachers, and other school staff members.
- monitor implementation of plan and make modifications to the plan whenever the need arises.
- evaluate the progress made toward school goals to raise the academic achievement of all students.
- review, update and approve school safety plan.
- carry out all other duties assigned to the Council by the district governing board and by state law.

ARTICLE II: Objectives

The objective of the SSC shall be to assist the school district in the operation of the Compensatory Education, and School Improvement. In achieving this purpose, the SSC shall provide advice and assistance in:

- cooperating with all community agencies in progress monitoring of educationally at-risk children.
- planning, developing, implementing, and evaluating the School Improvement programs and disseminating information relative to the objectives of the programs.
- acting as a hearing board for any individual or group that may want to propose additions to or changes in the school district's proposed School Improvement programs.
- communicating to the McCabe staff conditions in the community and parent involvement needs.
- identifying available community resources and assisting in securing them for the McCabe School District.

The section of the Bylaws shall:

- in no way be construed as giving the SSC/DAC power over Title I or any other program

The SSC/DAC shall:

- be an advising, coordinating, and evaluating agency in order to further the purpose of education and the specific purpose of these Bylaws
- have no power to enter into contracts of any nature or to spend the public funds
- in the absence of his/her written consent, no Council members shall be required to provide any sum of money, property, or service other than services described herein to the SSC/DAC
- have no power to bind any member, or the school district to any debt, liability, or obligation in the absence of an express written authorization from the party to be bound
- have no powers beyond those expressly set forth herein

ARTICLE III

Section 1 - Composition of School Site Council / District Advisory Council

There will be ten (10) voting members of the Council to include:

- One (1) member is the principal
- Three (3) members are classroom teachers
- One (1) member is a classified school personnel

- Five (5) members are parents of McCabe students not employed by the school district, of which one is a DELAC district representative

The DELAC will elect a member to serve on the SSC.

Section 2 - Recommended Procedures for the Election of Members

Members are selected by their peers:

- Teachers
- Other school personnel
- Parents of students attending the school

Community members (if selected) are selected by parents of students attending the school by the end of September.

Election procedures are as follows:

- Notices will be sent to parents inviting them to place their name on the ballot for election to the School Site Council.
- Community members will vote the evening of Back to School Night in the child's classroom.
- At a staff meeting, staff will be given the opportunity to nominate themselves or others.
- Introduce candidates and or nominees from the floor (nominees must be present to accept the nomination).
- Close the nomination.
- Members are elected by majority vote of each representative group.

Section 3 – Term of Office

All members shall:

- serve for a two-year term

Section 4 – Termination of Membership

A member shall:

- no longer hold membership should he/she cease to be a resident of the area to be served or relinquish their interdistrict agreement or otherwise terminate his/her relationship with the group or organization which he/she was elected to represent.

Membership shall:

- automatically terminate for any member who is absent without excuse from all regular and special meetings for a period of three consecutive meetings.

Section 5 – Resignation

Any member may resign by filing a written resignation with the school district.

Section 6 – Vacancy

Any vacancy on the SSC/DAC shall be filled for the remainder of the unexpired term through election by the School Site Council.

ARTICLE IV

Section 1 – Officers

The officers of the SSC/DAC shall be a chairperson, vice-chairperson, secretary, and such other officers as the Council may deem desirable.

Section 2 – Election and Term of Office

The officers of the SSC/DAC shall be elected annually and shall serve for one year and until each successor has been elected and qualified.

Section 3 – Removal

Any office elected or appointed by the SSC/DAC may be removed by a two-thirds vote of all members sitting on the Council whenever, in the judgment of the Council, the best interest of the Council would be served thereby.

Section 4 – Chairperson

The chairperson shall:

- preside at all meetings of the Council
- sign all letters, reports, and other communications of the Council
- perform all duties incident to the office of chairperson
- perform other duties as may be prescribed by the Council from time to time
- not be a school district administrator.

Section 5 – Vice-Chairperson

The duties of vice-chairperson shall:

- be to represent the chairperson in assigned duties

- substitute for the chairperson during absence
- perform such other duties as from time to time may be assigned by the chairperson or by the Council

Section 6 – Secretary

The secretary shall:

- write the minutes of the meetings, both regular and special, of the Council
- perform all duties incident to the office of secretary and such other duties as from time to time may be assigned to the office by the chairperson or by the Council
- be responsible for recording, printing, distributing, and filing the minutes shall be a district responsibility

ARTICLE V: Committees

Section 1 – Standing and Special Committees

The Council may from time to time establish and abolish standing or special committees as it may desire. No standing or special committees may exercise the authority of the advisory council.

Section 2 – Membership

Unless otherwise determined by the Council in its decision to establish a committee, the chairperson of the Council shall appoint members to the various committees.

ARTICLE VI: Meetings of the SSC

Section 1 – Regular Meetings

The SSC/DAC shall establish a calendar at the first meeting of the year. A minimum of four (4) regular Council meetings shall be held during the school year. The date, time, and place shall be decided by the Council.

Section 2

Council members shall be notified of the date, time, and place of meetings.

Section 3

All regular and special meetings shall be open to the public.

Section 4

A quorum shall consist of one-half of the recognized membership.

ARTICLE VII: Public Participation

Section 1

Members of the public may speak at any Council meetings by consent of the chair.

ARTICLE VIII: Parliamentary Authority

Parliamentary Authority

Robert's Rules of Order (latest revision) shall govern the Council in all cases in which they are not in conflict with these bylaws.

ARTICLE IX: Amendments

These bylaws may be amended at any regular meeting of the Council by two-thirds of those present, provided such amendments are submitted by mail or email to the membership one week prior to the meeting.

ARTICLE X: Ratification

January 8, 2020