

# CRESWELL MIDDLE SCHOOL SITE COUNCIL BYLAWS

*Updated and Approved: 1/9/25*

## **Members**

### Parent Representatives:

	<u>Term</u>
Ron Colletti	2025-2027
Jill Moran	2025-2027
Erin Weatherly	2023-2025

### Classified Representative

Ron Connelly	2025-2027
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### Certified Representatives

Kendra Anderson	2025-2027
Maggie Hoover	2025-2027
Kara Freske	2025-2027

### Administrative Representative

Julie Johansen

### CMS Student Council Representative

Chloe Miller	2024-2025
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## **Preamble**

The Oregon Education Act for the 21<sup>st</sup> Century establishes the duties of a 21<sup>st</sup> Century Schools Council, here known as the Creswell Middle School Site Council, shall include but not be limited to:

1. The development of plans to improve the professional growth of the school's staff
2. The improvement of the school's instructional program
3. The development and coordination of plans for the implementation of programs at the school to include, but not limited to researched based academic achievement, behavioral improvement and prevention programs
4. The administration of grants-in-aid for the professional development of the teachers and classified district employees.

## **Membership**

Creswell Middle School Site Council membership shall consist of:

1. An equal number of teachers and parents/community representatives (no more than five from each group)
2. One classified employee representative
3. One student representative from CMS Student Council

4. The Creswell Middle School principal
5. The Creswell Middle School Site Council shall not have as members any current members of the Creswell School Board of Trustees.

In the event of mid-term vacancy(s) the council will use the following procedures:

1. If an elected member vacates their office during the first quarter of the school year, a formal recruiting/elect effort will take place to fill the vacancy.
2. If an elected member vacates their office during the second quarter of the school year (or thereafter), a formal effort will not be conducted to fill the position. If one or more qualified applicants apply to fill the vacancy, the Site Council will appoint one applicant to the position for the remainder of the year. An election will be held during the next election cycle to fill the appointed position.

### **Meetings**

Creswell Middle School Site Council meetings shall adhere to the following guidelines:

1. Meetings shall be open to the public
2. Meeting will typically be held bi-monthly and scheduled at a time when most members can attend. If there are not enough agenda items, or not enough members who can attend, the meeting can be canceled and not be made up as long as all business is addressed during the school year.
3. In an emergency or due to illness, School Site Council members may attend the meeting via Zoom so long as they contact the administrator ahead of time.
4. Times and dates shall be set by the Site Council. Meeting agendas will be posted on the front of the CMS building.
5. Minutes of meetings will be posted and made available to the Creswell School Board and general public.
6. Creswell Middle School Site Council meetings shall be subject to the open meetings law pursuant to ORS 192.610 to 192.690.

### **Membership Selection**

1. All representatives to the Creswell Middle School Site Council shall serve a two-year term with elections held by December for the following term which begins in January. (Except as otherwise noted below, all nominees shall be selected by the group(s) they represent).
2. The election/selection process shall be:
  - a. CMS certified staff elected every two years.
  - b. Parents/Community members elected on odd and even years to staggered terms; (Parent/community members will be elected to the CMS Site Council by a vote of parent/community constituents).
  - c. Classified members elected every two years.
  - d. Student selected each year (and position held by the Student Body President).
3. Newly elected members voting rights shall begin at the first meeting of their term.

### **Voting**

1. All members shall have one vote.

### **Amending Bylaws**

1. A majority vote by the membership is needed to amend the CMS Site Council Bylaws
2. More than 50% of membership must be present to establish a “quorum”

### **Positions**

1. Chairperson or facilitator elected each year during the regularly scheduled October meeting. The principal is ineligible.
2. Recorder elected each year and responsible for minutes recording and storage.

### **Other**

1. All Creswell Site Council decisions are subject to Superintendent and Board review.
2. Site Council decisions may not abrogate any provisions of district labor agreements or law.
3. All staff members are invited to attend SSC meetings.
4. The Creswell Site Council will review Creswell Middle Schools’ Continuous Improvement Plan and make recommendations.