

# CRESWELL MIDDLE SCHOOL SITE COUNCIL BYLAWS

(Approved 10/10/22)

## **Members**

### Parent Representatives:

	<u>Term</u>
Melinda Seeley	2021-2023
Tiffany Thackara	2021-2023
Cassandra Trout	2020-2022

### Classified Representative

Brandi Wittenborn	2022-2024
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### Certified Representatives

Kendra Anderson	2021-2023
Maggie Hoover	2021-2023
Kara Freske	2021-2023

### Administrative Representative

Julie Johansen

### CMS Student Council Representative

Dashel Stepp	2022-2023
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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 Directors.

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, 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. Meetings shall be held on the third Wednesday of the month during the school year whenever possible. If a meeting will not be held on the third Wednesday of the month, information (in accordance with the law) will be posted about the date and time of the meeting.
3. Times and dates shall be set by the Site Council. Meeting agendas will be posted on the website and front of CMS building.
4. Minutes of meetings will be copied and made available to the Creswell School Board.
5. 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 in the Fall. (Except as otherwise noted below, all nominees shall be selected by the group(s) they represent).
2. The election/selection process shall be:
  - a. Certified staff elected on odd and even years to staggered terms;
  - 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 member elected on even years;
  - d. Students selected each year.
3. Newly elected members voting rights shall begin with at the October meeting.

### **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 21<sup>st</sup> Century Schools Council meetings.
4. The Creswell Site Council will review Creswell Middle Schools' school improvement goals and prevention goals.