

**Cholla High School
School Council Constitution/By-Laws**

As amended on 3/28/23

Article I: Mission Statement

Cholla High School will ensure that every student, through a rigorous and relevant education will meet and/or exceed state and national standards.

Cholla students will be able to apply their learning, reason critically to solve problems, maintain wellness, and create quality work in a culturally diverse global society.

The Cholla community will commit to a comprehensive system of support, professional development, and collaboration to assure these outcomes.

Charging Together Towards Excellence!

Article II: Purpose

The purpose of the School Council shall be:

- A. To fulfill the duties prescribed in Article XI of the Arizona Constitution, Title 15 of the Arizona Revised Statutes, and the Rules of the State Board of Education
- B. To support the mission of **Cholla High School**.
- C. To confirm the belief in shared decision making at the school site: that decisions should be made by persons who both work in and are served by the school.

Article III: Members

Section 1 - Composition

- A. Pursuant to Arizona State Statutes, School Council must have an equal number of certified staff and parents of pupils who attend the school and who are not employees of the school district. State Statutes also require that the teacher and parent groups together must comprise a majority of the School Council. The Statutes provide that the School Council must reflect the ethnic composition of the local community. The selection of representatives by each of the constituency groups must comply with these guidelines.
- B. MEMBERSHIP: The **Cholla High School** Council will be composed of:
 - 1. Five parents of students enrolled in the school, one parent per family
 - 2. Five members of the certified teaching staff,
 - 3. Three students currently enrolled in **Cholla High School**,
 - 4. One member of the classified staff,
 - 5. The school principal
 - a. members of the school administrative team whose presence at the meeting is deemed necessary shall attend at the school principal's behest; their attendance is as a non-voting entity
 - 5. One community member representing business or the community at large.

Section 2 - Election of Members and Term of Office

A call for nominations shall go to all constituencies no later than the first week in April. Elections will take place no later than April 15 of each school year and the results will be announced by the last day of April.

- A. The School Council membership shall be selected by the following constituent groups:
 - 1. Parent Representatives: Current parent members of the School Council shall call a meeting of all parents of **Cholla High School** for the selection of five (5) parent members of the School Council.

2. Certified Representatives: The **Cholla High School** certified staff shall select five (5) certified members of the School Council. The election shall be conducted according to procedures set forth by the faculty of **Cholla High School**.
3. Administrator Representatives: The Principal shall be automatic members of the School Council.
4. Classified Representative: The **Cholla High School** classified staff shall select one (1) member who shall be selected by a vote of the classified staff.
5. Student Representatives: The Student Council shall have the responsibility of electing three (3) student representatives to the School Council. It is recommended that each student is from a different class.
6. Community Representative: The **Cholla High School** Site Council shall determine the community representative to the School Council.

B. Each constituent group shall elect their requisite number of members plus two alternates who shall serve in case of a vacancy.

C. Beginning with the school year 2007-2008, two (2) teachers will be elected for two-year terms. The following year, three teachers will be elected for a two-year term. Subsequent elections will then follow a staggered two-year term cycle. This will ensure that at least two teachers each year will not be new to Site Council. Parents can serve as often as they are elected, but should strive to solicit new members each year.

Section 3 - Voting Rights

Each member shall be entitled to one vote and may cast one vote on each matter submitted to a vote of the Council. Absentee ballots shall not be permitted.

Section 4 - Termination of Membership

- A. A member shall no longer hold membership should he or she cease to be a member of their constituency group or no longer meets the membership requirements under which he or she was selected; e.g. a parent becomes employed by the district or the parent's student graduates.
- B. Any member may be removed by a two-thirds (2/3) vote of all members sitting on the School Council whenever, in the judgment of the Council, the best interests of the Council would be served thereby.
- C. Any member may be removed by a two-thirds (2/3) vote of the ballots cast by the members of their respective constituency group whenever, in the judgment of the constituency group, the best interests of the constituency group would be served thereby.

Section 5 - Transfer of Membership

Membership in the School Council is not transferable or assignable.

Section 6 - Resignation

Any member may resign by filing a written resignation with the local school district governing board and School Council. Any member of the council with three absences in a school year may be asked to resign.

Section 7 - Vacancy

Any vacancy on the School Council shall be filled for the remainder of the school year by appointment of the facilitator in consultation with constituents. In as much as possible, vacancies should be filled from official alternates. If the unexpired term is for another full year thereafter, the term for that year shall be filled by the regular selection process.

Article IV: Officers

Section 1 - Officers

The officers of the School Council shall be a facilitator, assistant facilitator, secretary, and such other officers, as the Council may deem desirable.

Section 2 - Election and Term of Office

The term of office shall be a two-year term beginning August 1 and ending July 31.

Section 3 - Removal

Any officer may be removed by a two-thirds vote of all members sitting on the School Council whenever, in the judgment of the Council, the best interests of the Council would be served thereby.

Section 4 - Vacancy

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall, by special election, be filled by the School Council for the unexpired portion of the term.

Section 5 - Facilitator and Assistant Facilitator

The facilitator shall preside at all meetings of the School Council and may sign all letters, reports, and other communications of the School Council. The duties of the assistant facilitator shall be to represent the facilitator in assigned duties and to substitute for the facilitator during his or her absence. The assistant facilitator shall perform such other duties as from time to time may be assigned by the facilitator or by the School Council.

Section 6 - Secretary

The secretary shall record the minutes of all meetings of the School Council and keep records of all letters, reports and other communications of the School Council.

Article V: Duties of Council Members

- A. It shall be the duty of all School Council members to:
1. Serve as an advisory body to make recommendations to the principal and the board to improve student achievement
 2. Gather and assess data from the school profile and other sources.
 3. Assess achievement of school goals.
 4. Establish priorities and select appropriate outcomes.
 5. Develop bylaws for the purpose of establishing guidelines for the operation of the School Council. Review and amend bylaws as necessary.
 6. Designate subcommittees.
 6. Fulfill all other roles and responsibilities as described in the School Council Handbook.
- B. Limitations and restrictions: because the School Council is part of the decision making process, it is subject to the following:
1. Federal and State Education Laws
 2. TUSD Governing Board Policies
 3. TUSD/TEA Consensus Agreements

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4. Existing resource allocations
 5. Principles of ethics and equity
- C. The school administration implements policies approved by the school council in accordance with all appropriate State Statutes and Board Policies.

Articles VI: Committees

Section 1 - Standing and Special Committees

The School Council may from time to time establish and abolish such standing or special committees, as it may desire. No standing or special committee may exercise the authority of the School Council.

Section 2 - Membership

Unless otherwise determined by the School Council in its decision to establish a committee, the facilitator of the School Council shall appoint members to the various committees (in consultation with the School Council members).

Section 3 - Rules

Each committee may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the School Council or with policies of the governing board.

Section 4 - Quorum

Unless otherwise provided in the decision of the School Council designating a committee, a majority of the committee shall constitute a quorum, and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Article VII: Meetings of the School Council

Section 1 - Regular Meetings

The School Council shall meet at least once per quarter during the school year. Places, dates, and times of meetings will be determined by the membership in accordance with the Arizona Open Meeting Law and all other applicable laws, as well as R7-2-101 of the State Board of Rules. Any question of the procedure not otherwise covered by statute, State Board Rule, or Tucson Unified School District policies shall be governed by the current procedure of the School Council and may not be suspended except by two-thirds (2/3) vote of the entire Council.

Section 2 - Special Meetings

Special meetings may be called by the facilitator or by majority vote of the School Council.

Section 3 - Place of Meetings

The School Council shall hold its regular meetings and its special meetings in person or online and be readily accessible by all members of the public.

- a. the modality of the meeting shall be determined by a majority vote of the participating council in attendance
- b. the determination of whether the meeting take place in person or online shall occur as part of the agenda during the previous meeting and be reflected in the minutes

Section 4 - Notice of Meetings

Public notice shall be given of regular meetings in accordance with the Arizona Open Meeting Law and all other applicable laws, as well as R7-2-101 of the State Board of Rules. Any question of the procedure not otherwise covered by statute, State Board Rule, or Tucson Unified School District

policies shall be governed by the current procedure of the School Council and may not be suspended except by two-thirds (2/3) vote of the entire Council.

Section 5 - Decisions of the School Council

All decisions of the School Council shall be made only after an affirmative vote of a majority of its members in attendance, provided a quorum is in attendance. A quorum shall be 50% plus one of the memberships of the School Council.

Section 6 - Quorum

Fifty percent plus one of the membership shall constitute a quorum necessary for the transaction of the business of the School Council. Section 7 - Conduct of Meetings

All regular and special meetings of the School Council and of its standing or special committees shall be open at all times to the public.

Article VIII: Amendments

Except as otherwise provided by this Constitution/Bylaws, statute, or rules, all of the Constitution/Bylaws of **Cholla High School** shall be subject to alteration or repeal and amendments may be proposed by a 2/3 vote of the entire School Council present in person, who are entitled to vote, provided that the notice of the meeting and the proposed changes are set forth in full. The School Council must refer for ratification any proposed amendments to any constituent group deemed appropriate. The School Council shall determine the procedures for the ratification vote.

The meetings will be governed by these bylaws, and any dispute will be settled by Robert's Rules of Order.

Article IX: Ratification

The ratification of this Constitution/Bylaws of **Cholla High School** shall be effective upon a two-thirds (2/3) vote of the ballots cast by each of the constituency groups.

Approved on **September 15, 2014**

Signed by **William J. Greenberg, M.A.Ed.**, Facilitator

Note: Updated May 30, 2022, to remove the word "Magnet" from the school name.