

# NSHS School Council BY-LAWS

These By-Laws address all matters concerning the conduct and regulation of the NSHS School Council.

## **Section 1: Purpose/Responsibilities**

The school council shall meet regularly with the principal of NSHS as advisors for the following:

- Adopting educational goals for the school that are consistent with the local educational policies and statewide student performance standards
- Identifying the education needs of students attending the school
- Reviewing the annual school budget
- Formulating the school improvement plan, including a review of the implementation plan
- Reviewing the Orange Lion annually to consider changes in disciplinary policy
- Reviewing and, as requested by the principal, recommending courses of action regarding select proposed policies and programs

## **Section 2: Membership**

**Active Members** shall consist of both elected and selected members, including:

- Principal: The NSHS principal continues to serve throughout his/her tenure at the school
- Parents\*: Seven elected by the community in an election run by the PTSO pending School Council notification that an election is needed
- Teachers\*: Six elected by fellow teachers
- Students: Each house master recommends potential representatives, four selected by the principal (One student for each house with the objective of obtaining diverse representation of grades and backgrounds)
- Community Representative: 1 member recruited / selected by the principal

\* Note: The number of parent representatives must be equal to the number of teachers plus the principal.

### **Tenure**

- Principal: Serves throughout his/her tenure at NSHS
- Parents: May serve two consecutive, two-year terms, as long as their child attends NSHS. Eligible for reelection for additional terms after a one-year hiatus. Elections will be held in the spring.
- Teachers: May serve two-year terms, but may choose to step down after one year. Eligible for reelection without term limits. Elections will be held by their peers in the fall.
- Students: Serve for one to three years. Selected at beginning of year to serve until graduation, unless the student and/or principal determine that the student step down at the end of the year.
- Community: One person selected by the principal for a one-year term.

**Vacancies**: Will be filled during the year, for the remainder of the year. The principal will appoint new teachers and students. Temporary parent reps will be selected by the PTSO. Representatives will then participate in the respective election/selection process that spring.

### **Section 3: Meetings**

Monthly meetings shall be held September through June for active Council members.

Special meetings for the active members may be called by the Principal and Council chairs

School council meetings will be open to the public. Meetings and vote affirmations will adhere to a quorum, which is to be defined as at least three parent, three teacher and two student active members.

The council may choose to conduct occasional joint meeting(s) with NNHS.

**Location:** All regular meetings shall be held at NSHS.

#### **Notices:**

Notice will be given for the following:

- Meeting date, place, and time will be posted at least 48 hours in advance
- Agenda will be communicated at least one week prior to the meeting
- Minutes will be recorded and issued after each meeting.

### **Section 4: Voting**

Each active member, who is present at a meeting, is entitled to one vote. Proxy votes are not accepted. The NSHS principal will have the final say on each decision.

The Council will seek to reach a consensus whenever possible. Votes will be taken as identified by the principal, including approval of the School Improvement Plan and the Orange Lion.

### **Section 5: Responsibilities**

**Leadership:** The principal and the elected parent chair/co-chair(s) will lead the council.

The principal shall, by law, serve as the co-chair of the council. The parent co-chair(s) shall be elected in the Spring by Council members for a two year term. If two are elected, a staggered schedule will be created.

**Secretary:** At the Council's first meeting of the year, volunteers will be solicited to take on the responsibility of writing minutes for at least one meeting. Monthly assignments will be recorded and issued.

### **Section 6: The NSHS School Website**

A Council section of the NSHS internet site will be established and used as a repository for up to date school council documents. Until the district's new website is available, the website [www.newtonsouthschoolcouncil.weebly.com](http://www.newtonsouthschoolcouncil.weebly.com) is the official Newton South School Council website. This site will be maintained by the communications subcommittee of the NSHS School Council

### **Section 7: Amendments**

These by-laws may be approved and/or amended by a 2/3 vote of the council members present at any regular school council meeting, provided that the proposed amendments do not conflict with the Massachusetts General Laws, Chapter 71, Section 59C.

BY-LAWS Approval / Adoption: note date of final approval

#### **Sub-Committee members:**

Ryan Augusta, Susan Nemetz, Marcia Okun, Marci Sapers, Jane Starkman, Joel Stenbridge

March 10, 2010