

BYLAWS OF THE DEERFIELD COMMUNITY COUNCIL

BYLAW I – NAME

The name of this council shall be the Deerfield Community Council.

BYLAW II – PURPOSE

The Community Council shall:

- A. Serve in an advisory capacity to Deerfield Elementary School. It may make recommendations to school administration about issues of concern to the school. It shall not make decisions for the administration.
- B. Serve as a communication channel between the school and the community. The Community Council provides input to the administration regarding community suggestions, concerns, etc., and provides information from the school to the community.
- C. Assist in appropriate research and evaluation projects.
- D. Advise and monitor the School Improvement Plan.
- E. Advise and monitor a School Trust Land Program.
- F. Advise and monitor a Child Access Routing Plan
- G. Advise and monitor Reading Intervention and Achievement Programs.
- H. Identify and monitor the most critical academic needs.
- I. Advise and monitor a Professional Development Plan.

BYLAW III – OFFICERS

- A. Officers – The officers of the Community Council shall be a President, Vice President, and Secretary.
- B. Terms – The officers shall be elected annually for a one year term at the monthly meeting held in August of each year. Vacancies in any office may be filled for the balance of the term by majority action of the Community Council.
- C. Principal – The school principal or his designee shall be present at all meetings of the Community Council. He/she shall be a member ex-officio of all committees.
- D. Duties – The duty of the President is to conduct all meetings of the Community Council and to work with the Principal on the formation of agendas. The duty of the Vice President is to take the place of the President when he/she is absent. In the absence of the President and Vice President the Secretary shall serve as President pro temp. The Secretary shall take minutes of the meetings.

BYLAW IV – MEMBERSHIP

- A. Selection – Members of the Community Council shall consist of parents from different areas in the school boundaries, the PTA President, the Principal, Teachers and an Alpine School District Community Council Representative. The number of parents on the council must be greater than the school's representatives. Parents must have a student enrolled at Deerfield Elementary School.
- B. Membership Rotation – The term for parents, teachers and the district representative is 2 years. Council membership should be staggered so that 50% stands on any given year. The PTA President rotates yearly. The previous mentioned members may serve up to 3 consecutive terms. The Principal always remains on the Council.
- C. Orderly Replacement of Parent Members – School boundaries are divided up into 4 areas. At the end of the school year notification will be sent to the areas where there are Council Membership vacancies. Parents may request to be put on the ballot. An election of the school's parents will be held to determine the new community member. Written notice of said election will be provided. Members can be appointed by the Community Council when there are no parents on the ballot or when a parent member resigns from the Community Council.

- D. Orderly Replacement of Teacher Members – One teacher will be appointed by the principal from the school's Professional Development Team. The additional teachers are elected by their peers.
- E. Orderly Replacement of Inactive Members – In any six month period, should a member fail to attend, without formal excuse, they may be replaced. This replacement will be made by appointment of the Community Council.
- F. Resignation – Should a member need to resign from the Community Council, he/she should notify the President. The appointment of a replacement will be made by the Community Council.

BYLAW V – MEETINGS

- A. Election of Officers – There shall be an annual meeting of the Community Council each year for the election of officers. This annual meeting shall be held at the regularly scheduled August meeting.
- B. Quorum – A majority of the Community Council, when present shall constitute a quorum.
- C. Frequency – Community Council meetings will generally be held once a month unless otherwise determined by a majority of the council.
- D. Agenda – Agendas for all meetings will be sent one week prior to a scheduled meeting.
- E. Agenda Items – Items for the agenda shall be given to the President or Principal.
- F. Minutes – Minutes of all Community Council Meetings shall be kept and provided to the full membership.

BYLAW VI – COMMITTEES

- A. Standing Committees – The Community Council may establish standing committees from time to time by a majority vote of the Council membership. Members of these committees shall be appointed by the President. Each standing committee may elect their own chairman or one may be appointed by the President.

BYLAW VII - AMENDMENTS

These bylaws may be amended, repealed, or altered, in whole or in part, by a majority vote of the Community Council at any duly organized meeting. All decisions must comply with the Board Of Education, State and Federal laws.