

SAFFORD K-8 SCHOOL COUNCIL BYLAWS

Purpose

The Tucson Unified School District Governing Board (Board) authorized the establishment of a School Council (Council) at each school site to ensure that individuals who are affected by the outcome of a decision at the school site share in the decision-making process.

The Council is responsible for:

- Making recommendations to the Superintendent for submission of the school's 301 Plan goals, if applicable; the selection of the school administration; and the allocation of discretionary budget and for the school's curriculum.
- Determining the use of undesignated tax credits at the school as provided by law.

Vision

The vision of Safford K-8 School is to provide all students with skills, knowledge, and critical thinking abilities that can be applied to their education, career path and life.

Mission

Safford K-8 exists to provide high quality instruction in all curricular areas in a safe and encouraging environment. Students, staff, parents, and the larger community are bound together to develop a climate where diversity and compassion are appreciated. We are here to promote supportive, engaging, and challenging avenues that will lead students to lifelong learning and a successful quality of life.

Goals

- To develop students who:
 - Realize their full academic potential
 - Are responsible and productive citizens
 - Develop effective communication skills
 - Participate in life-long learning
 - Strive for self-sufficiency
 - Respect and appreciate diversity
 - Have a realistic self-concept
- To enrich the educational climate and create environments responsive to diverse student needs
- To improve the effectiveness, productivity, and professional practices of all staff members

- To encourage commitment and involvement from the external community

Council Members

The Council shall represent the diversity of the school and surrounding community and be composed of the following constituencies:

- Principal, Ex-officio
- Certified Staff (3)
- Classified Staff (2)
- Parents/PTO (3)
- Student Government Representative (1), Ex-officio, non-voting
- Community Member (non-parent) (3)
- Higher Ground (1), Ex-officio, non-voting

A parent or legal guardian who is employed by Tucson Unified School District may serve as a member of the School Council if they are not employed at the same school that their child attends

Term and Member Selection

The principal is a permanent member of the Council

All other Council Members serve for a two-year term. Council Members from the Certified and Classified Staff category shall serve staggered terms as described below. Council Members may serve two consecutive two-year terms then must wait one year before rejoining the Council.

Election/Appointment of Members

- Principal.
 - The incumbent principal is an ex-official member of the School Council.
- Certified and Classified Staff will be elected by their peers.
 - An election will be conducted at the beginning of each school year.
 - Nominations will be submitted to the School Council Secretary five (5) calendar days prior to the election.
 - The election will be held using a secret ballot process and may be conducted electronically.
 - At the beginning of the 2021-2022 school year two (2) Certified Staff and one (1) Classified Staff shall be elected for a term of two (2) years, and one (1) Certified Staff and one (1) Classified Staff shall be elected for a term of one (1) year.
 - At the beginning of the 2022-2023 school year one (1) Certified Staff and one (1) Classified Staff shall be elected for a term of two (2) years.

- At the beginning of the 2023-2024 school year when the said terms provided above have expired there shall be elections held annually to fill expiring terms.
- Parents.
 - The incumbent PTO President is an ex officio member of the School Council.
 - Other parents will be identified and appointed by a majority vote of the Site Council.
- Community Members
 - Armory Park Neighborhood Association will have one (1) dedicated Council Member position which is appointed by the association.
 - Other community members will be identified and appointed by a majority vote of the Site Council.
- Student Government Representative.
 - The Safford K-8 Student Council will appoint a non-voting ex-officio member to serve on the Site Council.
- Higher Ground.
 - While Higher Ground remains a member of the Safford K-8 community the incumbent Restart S.M.A.R.T. Site Director will be a non-voting ex-officio member of the School Council.

Officers

Council Officers will be elected annually by the Council during the first meeting of each school year. Officers serve for one year.

Facilitator – presides at meetings of the Council, develops Council agendas, and supports the leadership of the Council as needed. Ensures the Council agenda is posted in a timely manner in accordance with ARS 38-431.02. Notice of meetings.

Vice-Facilitator – In the absence of the Chair the Vice-Chair will assume the duties and responsibilities of the Chair.

Secretary – ensures a complete and correct record of the meetings are taken, including written minutes.

Attendance

Regular attendance or notification of absence is required. The Council may remove any member by a majority vote for non-attendance/notification of three consecutive meetings.

Regular meetings shall be held at the time and place designated by the Council and noticed as required by A.R.S. §38-431.02 - Notice of meetings.

Meetings may be held in person and/or by virtual modalities whereby all people participating in the meeting can hear each other.

Quorum

A simple majority of seven (7) Council Members constitute a quorum for transacting business.

Methods of Operation

Unless otherwise superseded by the Council Bylaws, the Council will follow Roberts Rules of Order to conduct its business.

Committees

The Facilitator, with a simple majority approval of the Council, may set up standing and ad hoc committees as required to carry out the business of the Council. Committees are intended as work groups to gather, deliberate, and provide information and recommendations to the Council. The Council may not delegate its statutory authority to any committee.

Committee meetings shall be held at the time and place designated by the Committee and noticed as required by A.R.S. §38-431.02 - Notice of meetings.

Ratification

A copy of the final draft of bylaws, along with notice of the election date, will be published and posted at least ten (10) calendar days prior to the ratification vote.

To become effective, this document must be ratified by a 2/3 majority of votes cast on the duly noticed election day by the Certified and Classified Staff of Safford K-8.

Amendments

The School Council Bylaws shall be subject to amendment.

Any member of the constituencies may propose an amendment, which shall be submitted in writing to the Site Council Secretary and placed on a future agenda. The Site Council shall deliberate the proposed amendment and may call for an election to ratify with a simple majority vote of the Council.

A copy of the amended bylaws, along with the notice of the election date, will be published and posted at least five (5) calendar days prior to the ratification vote.

To become effective, the amended bylaws must be ratified by a 2/3 majority of votes cast on the duly noticed election day by the Certified and Classified Staff of Safford K-8.