

ST. JOHNS TECHNICAL HIGH SCHOOL
School Advisory Council Bylaws



ARTICLE I: NAME

The name of this council shall be: St. Johns Technical High School Advisory Council.

ARTICLE II: PURPOSE

- To promote the welfare of students in school, home, and community.
- To bring into closer relation the school, home, and community so that parents, teachers, and community members may cooperate in a positive way for the education of students.
- To advance quality educational opportunities for all students.
- To assist the principal in the evaluation of policy, budgets, and annual school reports.

ARTICLE III: MEMBERSHIP

The members of the SAC shall reflect the ethnic, racial and social-economic makeup of the school. The length of term for SAC members shall be determined by election. The chairperson's term shall be no more than three years. Each constituent group will be represented in the following way:

- **Principal**
- **Parents**
- **Students**
- **Teachers**
- **Community/Business**
- **Support Staff**
- **District Liaison**

At least 51% of SAC membership will be made up of parents, students, and community.

Membership to the School Advisory Committee will be terminated if a member has three unexcused consecutive absences.

Procedures for replacing terminated members:

- **If a SAC member is terminated, the vacancy will be advertised via SJTHS newsletter and website.**
- **The SAC chair and school principal will review responses to the advertisement. Selection of the new member will be made according to the above membership guidelines to ensure that membership remains aligned with SJTHS demographics and membership composition.**
- **In the event that there are no responses to the advertisement, the principal will make recommendations of individuals who meet the criteria of the above SAC membership composition guidelines. These individuals will be contacted by phone until the vacancy is filled.**

ARTICLE IV: OFFICERS

The officers of the Council will be a Chairperson and a Secretary. The officers will be appointed by the principal annually at the first meeting of the Council to serve a fiscal year.

ARTICLE V: MEETINGS

- There will be a minimum of seven (7) meetings during the school year.
- There will be a quorum necessary for conducting business at meetings. Every attempt will be made to notify members involving decisions so a quorum is met. After notification has been sent, decisions will be made with members present at the meeting.
- As deemed necessary by members, there will be a minimum of two meetings per year that will be scheduled in the evenings in order to allow parents, students, teachers, business persons, and members of the community greater opportunity for attendance.
- The Council will attempt to make all decisions by consensus. If consensus cannot be reached, the Chairperson will call a vote and the issue will be decided by a majority vote of the membership present. An absent member may submit a written proxy on specific issues. As instructional leader, the principal is the final authority for all school-based decisions.
- A minimum of three (3) days advance notice will be sent in writing or emailed to all members when a vote will come before the Council.

ARTICLE VI: COMMUNICATION

It is intended that an explanation of the Council and a summary update of its activities and goals will be delivered to the parents and community via the school newsletter.

ARTICLE VII: CHANGES TO OPERATION POLICIES

These operating policies may be amended at any time by a majority vote of the council at the meeting following the announcement of a suggested change.