

LATROBE SCHOOL DISTRICT

SITE COUNCIL BYLAWS

Revised 2011

MISSION STATEMENT

Latrobe School District is committed to providing for the intellectual, physical and social needs of each child in the school environment.

- The Site Council shall be constituted to ensure parity between school personnel and the parents or other community members elected by the parents.
- The nominations of candidates and elections for vacant seats shall be held annually.
- Prior to elections, each candidate for community representative shall submit, for publication, a brief candidate information statement.
- Fifty percent (50%) of community seats shall be filled in odd years and fifty (50%) shall be filled on even years.
- Classified representative shall be appointed annually.
- The officers of the School Site Council will be (1) Chairperson, (2) Vice Chairperson, (3) Secretary. Officers must be continuing (2nd year) representatives. Officer elections will be held at the September meeting.
- A quorum will consist of a majority of membership (50% community and 50% staff). Issues will be decided by simple majority vote of members present.
- In the event of a vacant community seat (illness or resignation), the candidate with the most votes from the previous election shall be notified and offered the council position. Should this process fail, the nomination and election process must be completed within forty five (45) days.
- Nine meetings will be scheduled each school year. Dates and times will be decided at the first meeting. It may be agreed at the monthly meeting that the next scheduled meeting may be cancelled due to lack of agenda items.
- Meetings will be conducted informally.
- Minutes of each meeting shall be recorded by the Secretary and distributed prior to the next meeting for review by members.

- Meeting agendas will be established by the Site Council Chairperson in consultation with the Principal and the other Council members prior to each meeting.

Date Approved: 10-13-11

Lisa Santos 

Scott Saitman 

Paula Rose 

Glenda Custard 