

Article I – Name

Midvale Middle School Community Council (SCC)

Article II – Laws

All Utah School Community Councils function under the following laws and statutes:

Utah Code Ann.

- Title 53F-2-404: School Land Trust Program Distribution of Funds
- Title 53G-7-1202: School Community Councils. Duties. Composition Election Procedures and Selection of Members
- Title 53G-7-1203: School Community Councils. Open and Public Meetings Requirements
- Title 53G-7-1206: School LAND Trust Program
- Title 53G-10-407: Positive behaviors plan – Positive behaviors specialist stipend – Reports
- Title 53G-7-1301: Teacher and students success plan

Utah State Board Rule

R277-477: Distributions of Funds from the Trust Distribution Account and Administration of School LAND Trust Program

- R277-491-1: School Community Councils

Canyons School District Policy

- Policy 700.01 – School Community Councils

Article III – Standing Rules

1. Elections: Notification of available School Community Council parent member seats, election dates, and procedures for declaring candidacy for the SCC will be emailed home during the first week of school.
 - a. If the number of candidates is less than or equal to the available seats, then all candidates will be appointed to the SCC;
 - b. The SCC may have a maximum of 12 parent members.
 - c. If the number of candidates exceeds the available seats, a formal election will take place.
 1. Elections will be held two weeks after the first day of school.
 2. Two alternates will be selected from the remaining unelected candidates in the order of the number of votes received.
 - a. Alternates will be required to attend the SCC meetings.
 - b. Alternates will be appointed as voting members of the council if a seat is vacated prior to the next election and the council votes to fill the vacated seat.
 - d. All elected positions are for two-year terms.
 - e. In the event that members neglect to appear for meetings or do not in other ways meet the requirements for serving on the SCC, they may be removed by a vote by the quorum and replaced in like manner.
2. The SCC will meet monthly from September through May. The majority of the council must approve of canceling and/or calling additional meetings. Meeting rescheduling will be done through email and then be posted on the website when necessary.

3. Council leadership will be elected in the first meeting of the new school year. Leadership positions include:

- a. Chair: Conducts meetings, creates agenda with principal input, coordinates with school leadership, and performs other duties as outlined in the CSD policy and state statute. The chair must be a parent.
- b. Vice-chair: Works with the chair and may conduct meetings or perform other duties at the request of the chair. The vice-chair may be a parent member or an employee member of the council.
- c. Recorder takes notes at each meeting and creates and sends out the minutes for approval by the SCC.

4. Meeting Guidelines:

- a. Meetings will begin on time, use time wisely and finish on time, and stay focused on the agenda.
- b. Members & guests will come prepared to participate and avoid side conversations.
- c. Respect for others in verbal and nonverbal communication will be shown at all times.
- d. Disruptions will be avoided by silencing cell phones and taking necessary calls or conversations out of the room during meetings.
- e. If for some reason a member cannot attend a scheduled meeting, notification should be given to the chair or co-chair prior to the meeting.
- f. Meetings may be conducted using the format and language laid out in Robert's Rule of Order, or informally at the discretion of the Chair (or designated conductor of the meeting.)

5. Any person/group may request approval to present a topic to the SCC and be added to the agenda by contacting the chair at least one week prior to the scheduled meeting. The SCC may approve and/or invite any person/group to make a presentation on issues pertinent to the role of the SCC. The items that are appropriate for discussion by SCC include but are not limited to:

- a. Teacher Student Success Plan (TSSP)

- b. School LANDTrust Plan
- c. Digital Citizenship Plan
- d. School Safety Plan
- e. Positive Behavior Plan
- f. Electronic Device Plan
- g . Issues relating to the community environment for students
- h. Parent/School communication and involvement
- i. Safe Walking Route

6. Items not to be discussed by the School Community Council include:

- a. Personnel Issues (excepting how hires/hours impact the SCC budget)
- b. Individual Student Information

7. Meeting Attendance: Committee members are expected to commit to regular attendance. Any member who misses more than 2 consecutive meetings or who regularly misses meetings without informing the chair may be removed from the committee at the chair's discretion.

These Bylaws will be posted on the SCC page of the school website. Each SCC member will read the Bylaws at the beginning of each school year and agree to abide by the Bylaws as signified in their Declaration of candidacy.