



2080 W. 231<sup>st</sup> Street, Torrance, CA 90501 • Phone: (310) 533-4516 • Website:  
[hull.tusd.org](http://hull.tusd.org)

## **ARTICLE I**

### **Name of Council**

The name of this organization shall be Hull Middle School Site Council

## **ARTICLE II**

### **Role of Council**

The Single Plan for Student Achievement, including a budget, shall be developed and recommended by the School Site Council. The School Site Council, following approval of a single plan by the school district governing board, shall have ongoing responsibility to review with the principal, teachers, other school personnel, parents, and pupils the implementation of the single plan and to assess periodically the effectiveness of such a program. Modifications or any improvement to the plan or budget shall be developed, recommended, and approved or disapproved in the same manner. The council shall carry out all other duties and responsibilities assigned to it in the Education Code of the State of California.

## **ARTICLE III**

### **Membership**

#### **Section 1 – Size & Composition**

The Hull Middle School Site Council shall be composed of 12 members (to include students)

The needs and resources of the school improvement program require that membership include broad representation of parents, students, and staff, including all socioeconomic and ethnic groups represented in the school attendance area. Representation on the council shall be: the principal, representatives of teachers selected by teachers at the school, other school personnel selected by other school personnel at the school, parents of pupils attending the school selected by such parents, and pupils selected by pupils attending the school. The council shall be constituted to ensure parity between (a) the principal, classroom teachers, and other school personnel; and (b) equal numbers of parents and pupils.

Classroom teachers shall constitute the majority of those persons representing school staff.

Council members representing parents and/or community members may be employees of the school district but may not serve as a parent representative at the site of employment.

## Section 2 - Term of Office

All members of the council shall serve for a two-year term. However, in order to achieve staggered membership, one-half, or the nearest approximation thereof, of the members representing parents or community members and one-half, or the nearest approximation thereof, of the members representing teachers and other school personnel (except the principal) shall serve for a one-year term during the first year of the council's existence. After the first year of the council's existence, all terms shall be two years in length. At the first regular meeting of the council, a chance method shall be used to determine which members shall serve one-year terms. At the conclusion of a member's term, at least one year shall elapse before such member may be selected to a new term, unless there is a lack of involvement.

## Section 3 - Voting Rights

Each member shall be entitled to one vote and may cast that vote on each matter submitted to a vote of the council. The elected alternate shall vote in the absence of the representative. Absentee ballots shall not be permitted.

## Section 4 - Termination of Membership

A member shall no longer hold membership should he or she cease to be a resident of the area or no longer meets the membership requirements under which he or she was selected. Membership shall automatically terminate for any member who is absent from all regular meetings for a period of three consecutive months. The council, by affirmative vote of two-thirds of all of the members, can suspend or expel a member.

## Section 5 - Transfer of Membership

Membership in the School Site Council is not transferable or assignable.

## Section 6 - Resignation

Any member may resign by filing a written resignation with the local school district governing board.

## Section 7 - Vacancy

Any vacancy on the council shall be filled for the remainder of the school year by appointment by the chairperson. If the unexpired term is for another full year thereafter, the term for that year shall be filled by the regular selection process.

## **ARTICLE V**

### **Committees**

#### **Section 1 - Standing and Special Committees**

The School Site Council may from time to time establish and abolish such standing or special committees as it may desire. No standing or special committee may exercise the authority of the School Site Council.

#### **Section 2 - Membership**

Unless otherwise determined by the School Site Council in its decision to establish a committee, the chairperson of the School Site Council shall appoint members to the various committees.

#### **Section 3 - Term of Office**

Each member of a committee shall continue as such for the term of his or her appointment and until his or her successor is appointed, unless the committee shall be sooner terminated or abolished or, unless such member shall cease to qualify as a member thereof.

#### **Section 4 - Rules**

Each committee may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the School Site Council or with policies of the governing board.

#### **Section 5 - Quorum**

Unless otherwise provided in the decision of the School Site Council designating a committee, a majority of the committee shall constitute a quorum, and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

#### **Section 6 - Vacancy**

A vacancy in the membership of any committee may be filled by an appointment made in the same manner as provided in the case of the original appointment.

## **ARTICLE VI**

### **Meetings of the School Site Council**

#### **Section 1 - Regular Meetings**

The School Site Council shall meet 5 times a year.

#### **Section 2 - Special Meetings**

Special meetings may be called by the chairperson or by majority vote of the School Site Council.

#### **Section 3 - Place of Meetings**

The School Site Council shall hold its regular monthly meetings and its special meetings in a facility provided by the school and readily accessible by all members of the public, including handicapped persons.

#### **Section 4 - Notice of Meetings**

Public notice shall be given of regular meetings at least 48 hours in advance of the meeting. Any change in the established date, time, or location must be given special notice. All special meetings shall be publicized. Any required notice shall be in writing; shall state the day, hour, and location of the meeting; and shall be delivered either personally or by personal email to each member not less than forty-eight hours or more than two weeks prior to the date of such meetings.

#### **Section 5 - Decisions of the School Site Council**

All decisions of the School Site Council shall be made only after an affirmative vote of a majority of its members in attendance, provided a quorum is in attendance.

#### **Section 6 - Quorum**

The presence of 51 percent of the total membership shall be required in order to constitute a quorum necessary for the transaction of the business of the School Site Council. No decision of the School Site Council shall be valid unless a majority of the members then holding office concur therein by their votes.

#### **Section 7 - Conduct of Meetings**

All regular and special meetings of the School Site Council shall be conducted in accordance with Robert's Rules of Order or in accordance with an appropriate adaptation thereof.

## Section 8 - Meetings Open to the Public

All regular and special meetings of the School Site Council and of its standing or special committees shall be open at all times to the public.

### **ARTICLE VII** Sub-Committees

Site Council may establish sub-committees to address issues brought before the team. Such sub-committees will be established to address a particular issue/topic. Sub-committees must contain two members of the council (one school and one community member) and may contain persons who are not members and must be accountable to the team with timely reporting and recommendations.

### **ARTICLE VIII** Amendments

An amendment to these by-laws may be made at any regular meeting of the Site Council by two-thirds vote of the members present. Notification of a proposed amendment must be submitted in writing at least one meeting prior to the meeting at which the amendment will be considered for adoption.