

By-Laws for the Horizon School Community Council

By-Law I – Name

The name of this council is Horizon School Community Council (SCC).

By-Law II –Purpose

The Horizon School Community Council (SCC) shall:

- A. Fulfill duties defined by state code 53G-7-1202, including and in addition to, but not limited to, the following:
 - a. Provide opportunity for issues of concern in the community to be presented to the school administration.
 - b. Develop a School Improvement Plan.
 - c. Develop a School Land Trust Plan.
 - d. Participate in establishing the Professional Development Plan.
 - e. Develop a Reading Achievement Plan.
 - f. Make decisions with the needs of students as the main objective.
 - g. Listen to and value diverse opinions.
 - h. Expect accountability and be prepared to be accountable.
 - i. Act with integrity.

By-Law III – Membership

- A. Selection – Members which meet the qualifications outlines in 53G-7-1202 of the Utah State Code shall be elected to a two-year term and may serve an indefinite number of terms. Terms begin with the September SCC meeting. Members shall be selected through a nominating process and an election will be held in Spring. Notification of available SCC parent/guardian member positions, election dates and the nominating procedure will be distributed to parents in Spring.
- B. Resignation – Should a member need to resign from the SCC, he/she should notify the Chair. The appointment of a replacement will be made by the Council and approved by a majority vote of the SCC members.
- C. If a council member has 3 unexcused absences during the school year, the Council may choose to replace this individual and appoint a new member by a majority vote of the SCC.
- D. Number of Members – The SCC shall have a minimum of 1 school employee member plus the principal and 4 parent/guardian members.

By-Law IV – Officers

- A. Officers – The officers of the SCC shall be a Chair and Vice-Chair.
 - a. The Chair shall be a parent/guardian member of the SCC.

- b. The Vice-Chair may be either parent/guardian members of school employee members of the SCC.
- B. Duties
- a. Chair of the SCC is to create agendas and conduct all meetings of the SCC.
 - b. Vice-Chair is to take the place of the Chair when he/she is absent in the conducting of all meetings. The Chair will take notes of meetings and provide minutes to the school for public distribution unless otherwise assigned to another member of the Council.

By-Laws V – Meetings

- A. The SCC meetings are open to the public.
- B. The agenda for all meetings as well as meeting times will be posted on the school website one week prior to a scheduled meeting.
- C. Minutes of all SCC meetings will be kept and posted to the school website.
- D. Quorum – A majority of the SCC, when present at any meeting, shall constitute a quorum with the stipulation that in order to constitute a quorum the members in attendance must have, at minimum, two more parent/guardian members than school employee members present to vote.
- E. Conduct – Meetings will follow parliamentary procedure.