

# Dallas School District 2

Code: **IFCA-AR**  
Adopted: 10/14/02

## Site Councils

### I. Memberships

#### A. Composition:

Each council shall be composed of teachers, parents/legal guardians, classified employees and principals, or the principal's designee. Unless specifically exempted by School Board action, annually each council will be composed in such a manner that:

1. not more than half of the members shall be teachers;
2. not more than half of the members shall be parents/legal guardians of students attending that school;
3. at least one (1) member shall be a classified employee; and,
4. one (1) member shall be the principal of the building or the principal's designee.

Other members may be designated including, but not limited to, local school committee members, business leaders, students and members of the community at large.

#### B. Selection

1. Teachers shall be licensed teachers elected by licensed teachers at the site.
2. Classified employees shall be elected by classified employees at the school site.
3. Parents/legal guardians shall be selected by parents/legal guardians of students attending the school, by a process to be outlined in the by-laws of each site council.
4. Other designated members shall be selected by a process determined by the site council.

#### C. Annual Review and Approval

The Superintendent shall report the composition of each school site council to the School Board by November 1. Councils that cannot fulfill the requirements of Section A above may be granted an exception by formal action of the School Board as allowed by law.

### II. Organization

Organization such as, but not limited to, selection of officers, time and place of meetings, and other organizational issues are to be determined by the site council. Each site council shall adopt a set of bylaws and procedures setting forth such items as: terms of office, duties, filling of vacancies, procedures for conduct of the meetings, etc. A copy of all site council bylaws and procedures shall be on file in the Superintendent's office. All site council meetings shall be subject to the open meetings law pursuant to ORS 192.610 to 192.690.

### III. Limitation of Authority

No council shall have the authority to override an action of O.R.S./O.A.R. regulations, Administrative Rule/Regulation, or School Board policy without the approval of the Superintendent or School Board, respectively.

No council shall amend or suspend any portion of collective bargaining agreements without mutual written consent of the Dallas Education Association and the District.

IV. Council Structure

Each council shall elect a facilitator. The facilitator shall jointly plan the meeting agendas with the administrative team member. Minutes of meetings shall be provided to all faculty members, to the appropriate program director and Superintendent. A summary of the minutes will also be published in the next available parent newsletter.

V. Funding

Funding for site councils will be budgeted through the regular budgeting process. Service on site councils is voluntary and no District remuneration for services will be offered.

VI. Function

- A. Develop plans to improve the professional growth of the school's staff.
- B. Improve the school's instructional program.
- C. Develop and coordinate plans for the implementation of programs outlined by Oregon's Educational Act for the 21st Century.
- D. Administer grants-in-aid for the professional development of teachers and classified District employees.
- E. Review, propose and recommend changes in curriculum, scope and sequence, and addition or deletion of courses to the school improvement council.
- F. With respect to Sections A through D above, the site council makes recommendations to the school improvement council. The site council makes decisions related solely to their building or site.