



# **Diamond Lakes Elementary School Council Bylaws**

## **Article I: Diamond Lakes Elementary**

A school council has been established in the **Diamond Lakes Elementary** School in the **Richmond County School District** on **September 21, 2021**. The name of this school council shall be the **Diamond Lakes Elementary** School Council, hereinafter referred to as the school council, organized under the authority of state law (O.C.G.A. § 20-2-85 – 20-2-86).

## **Article II: Purpose**

The establishment of school councils is intended to help local boards of education by bringing parents and the community together with teachers and school administrators to create a better understanding of and mutual respect for each other's concerns and share ideas for school improvement. School councils shall represent the community of parents and businesses.

The members of the school council are accountable to the constituents they serve and shall:

1. Maintain a school-wide perspective on issues;
2. Regularly participate in school council meetings;
3. Participate in information and training programs;
4. Act as a link between the school council and the community;
5. Encourage the participation of parents and others within the school community; and
6. Work to improve student achievement and performance.

## **Article III: School Council Authority**

The school council shall advise and make recommendations to the principal, local board of education and local school superintendent on matters relating to school improvement and student achievement.

The school council shall review and approve the school improvement plan.

The school council shall review school site budget and expenditure information, and class sizes by grade.

The school council has the authority to appoint committees, study groups, or task forces for such purposes as it deems helpful and may utilize existing or new school advisory groups.

## **Article IV: Role of the School Council**

The school council provides advice and recommendations to the school principal and, when appropriate, the local board of education and local school superintendent, on any matter related to student achievement and school improvement, including but not limited to, the following:

1. School board policies;



2. School improvement plans;
3. Curriculum and assessments;
4. Report cards issued or audits of the school conducted by the Office of Student Achievement;
5. Development of a school profile which shall contain data as identified by the school council to describe the academic performance, academic progress, services, awards, interventions, environment, and other such data as the school council deems appropriate;
6. School budget priorities, including school capital improvement plans;
7. School-community communication strategies;
8. Methods of involving parents and the community;
9. Extracurricular activities in the school;
10. School-based and community services;
11. Community use of school facilities;
12. Student discipline and attendance;
13. Reports from the principal regarding progress toward the school's student achievement goals, including progress within specific grade levels and subject areas and by school personnel; and
14. The method and specifications for the delivery of early intervention services or other appropriate services for underachieving students.

#### **Article V: Membership**

Membership on the school council shall be open to principals, teachers, parents, business representatives and other such members as the school council may specify in its bylaws. Members of the school council shall not receive compensation to serve on a school council.

#### **Article VI: Terms**

Council members shall be elected for a one-year term. Council members **May** serve more than one term.

#### **Article VII: Elections**

The Council shall be formed in **August**

The electing body for the parent members shall consist of all parents and guardians eligible to serve as a parent member of the school council.

The businesspersons shall be selected/volunteered.

#### **Article IX: Meetings**

All meetings of the council shall be open to the public. The school council shall meet **3 times** annually. The council shall also meet at the call of the chairperson, or at the request of a majority of the members of the school council.



## **Article X: Minutes**

School councils shall be subject to the Opens Records Act, relating to the inspection of public records, in the same manner as local boards of education. A summary of the subjects acted on and the members present at the meeting of the school council shall be made available to the public for inspection at the school office within two business days of the meeting. The minutes shall be provided to the school council members, each of whom shall receive a copy of such minutes, within 20 days following each school council meeting. The official minutes shall be open to public inspection once approved by the school council immediately following the next regular meeting of the school council.

Minutes at a minimum shall include the names of the school council members present at the meeting, a description of each motion or other proposal made, and a record of all votes. In the case of a roll-call vote, the name of each school council member voting for or against a proposal or abstaining shall be recorded. In all other votes, it shall be presumed that the action taken was approved by each person in attendance unless the minutes reflect the name of the persons voting against the proposal or abstaining.

## **Article XI: Officers of the School Council**

The officers of the school council shall be a chairperson, vice chairperson, and secretary. Officers of the school council shall be elected at the first meeting of the school council following the election of school council members.

The chairperson, shall develop the agenda for all meetings, preside at all meetings of the school council, and perform such other duties as required by law or as shall be requested by the school council.

The secretary shall act as the clerk of the school council, record all votes and minutes of all proceedings, give notice of all meetings of the school council, and shall perform such other duties as may be required by law or as shall be requested by the school council.