

**DAVIS BILINGUAL MAGNET SCHOOL
SITE COUNCIL BYLAWS**

**Article I
PHILOSOPHY AND MISSION STATEMENT**

A. Philosophy:

The Davis Bilingual Magnet School philosophy begins with the belief that all children can learn; we also strongly believe that all children can and should acquire a second language and multicultural appreciation. The Davis faculty and staff are united in our commitment to create a safe, nurturing, and academically challenging environment in which our diverse community of learners can achieve their best. We believe that each child comes to us with a wealth of knowledge and personal experiences, and that the children's families and cultures are an important part of their identity, which will be recognized and respected. We further believe that family and community members are vital resources in meeting educational goals. We emphasize self-respect, diverse perspectives and high expectations to foster confidence, excitement and openness in the learning process.

B. Mission Statement:

Davis Bilingual Magnet School works to help each child realize his or her academic, social, and personal best in an atmosphere of caring, support, and mutual respect. Each Davis student will be provided the opportunity to speak, read, and write in both Spanish and English. Our ultimate goal is to provide students with competencies needed for continued success.

Article II

STRUCTURE OF GOVERNANCE SYSTEM

COLLABORATION IN DECISION-MAKING

Faculty/Staff
Administration
Students/Families
Finance/Facilities
Advisory



DAVIS BILINGUAL MAGNET SCHOOL
SITE COUNCIL
(Representative)



AD HOC COMMITTEES
Temporary/As needed

**Article III
MEMBERSHIP OF SITE COUNCIL**

THE SITE COUNCIL SHALL CONSIST OF THE FOLLOWING
REPRESENTATIVES:

**PARENTS OF CHILDREN ENROLLED AT DAVIS
STAFF MEMBERS
ADMINISTRATOR**

Number of staff members = number of parents.
Number of staff members + number of parents = majority.
Parent representatives may not work for TUSD.
Members represent community's ethnic make-up.

**Article IV
PROCEDURES FOR THE ELECTION OF COUNCIL MEMBERS**

1. Each constituency group shall be responsible for electing their representatives. There is no limit to the number of terms any member can serve.
2. Any Council vacancies will be communicated to all voting bodies.
3. Written nominations will be accepted by the Council.
4. Confirmation of candidates will be indicated by site council approval.
5. Ballots will be prepared and distributed.
6. Election of candidates will take place by secret ballot. Ballots will be counted by the Procedures Committee.
7. Site Council members will be elected by their constituent groups.

**Article V
CONDUCT AND ATTENDANCE AT COUNCIL MEETINGS**

- A. **Conduct:** All meetings will be conducted in accordance with Arizona Open Meeting Law and all other applicable state laws, as well as R7-2-101 of State Board Education rules. Any question or procedure not otherwise covered by statute shall be governed by Tucson Unified School District policies. Adopted rules of procedure of the Council may not be suspended except by a 2/3 vote of the Council members present.
- B. **Member Attendance:**
 - a. If a member of the Council knows s/he will be missing a meeting, it is his/her responsibility to notify the Council. Two consecutive absences without prior notification will result in that position being declared vacant.
 - b. If an elected Council member misses 25% of the meetings, the constituency may replace or impeach their representative.
- C. **Non-Member Attendance:**

- a. Individuals who are not members may attend Council meetings and participate in discussions. They may not participate in decision-making through consensus.

D. Resignations, Vacancies, and Replacements of Council Members:

- a. Any Council member may resign at any time by giving written notice to the Council. Unless otherwise specified in such written notice, the resignation shall take effect upon the receipt of the notice to the Council.
- b. Vacancies that occur during the school year will be filled according to established election procedures.
- c. If the vacancy occurs within the last nine weeks of the school year, the constituency group can appoint a replacement for the remainder of the year.

Article VI

DUTIES AND RESPONSIBILITIES OF THE SITE COUNCIL

1. The Site Council shall be responsible for making decisions supporting the goals as established by Article I, addressing those issues, property, and interests of the school and may exercise all powers that may be granted to any such Council association except those powers which are expressly limited by applicable laws. Personnel matters shall follow TUSD Board policy and state and federal guidelines.
2. The council shall have scheduled meetings throughout the year that would include a minimum of four quarterly meetings. Special meetings can be called as needed by request of any elected member.
3. The Council shall establish and maintain for each fiscal year a master calendar of Site Council events. Meeting minutes and agenda will be available on the school website.
4. Items submitted for the agenda shall be in writing and may be provided by any member of the Council. Other members of the administration, staff, parents, and students shall submit their items for the agenda to any Council member for inclusion one week before the next scheduled meeting.
5. The Council will effectively communicate with and represent the constituencies, which the Council members were elected.

Article VII

SHARED DECISION-MAKING WITHIN THE SITE COUNCIL

A. Methods of Making Decisions:

1. Consensus
 - a. Definition of consensus: Consensus occurs when a group reaches a conclusion which combines the best ideas offered and reaches a decision that the entire group approves.
 - b. How consensus functions: (1) If an agreement has been reached, the matter passes. (2) If no agreement has been reached, the matter is referred to the subcommittee of origin for revisions/recommendations. (3) If an individual

- continues to "block" consensus, s/he may choose to step aside and allow consensus, or s/he may continue to block consensus, and the matter does not pass.
 - c. Use of consensus: All committees, the Site Council, Permanent Committees, and Ad Hoc Committees will make decisions by means of consensus.
2. Majority Vote
- a. The consensus of the Site Council indicates that the matter moves for consideration of personnel/the community, as is most appropriate, for voting by means of secret ballot. Issues will pass by the majority of affirmative votes on collected ballots.
 - b. Ballots shall be counted by two members of the Site Council.

B. Procedure for Appeal of a Council Decision:

- 1. All appeals must be submitted in writing.
- 2. Appeals must have 75% approval of the constituency.
- 3. The Council will act on the appeal in a timely manner.
- 4. Successful appeal would require approval by consensus of the Council.

**Article VIII
PERMANENT COUNCIL RECORDS**

A. The Site Council will compile and maintain the following records:

- 1. Annual calendar of events/ Monthly calendar/ Agenda of meetings
- 2. Minutes of all official action on each agenda
- 3. Attendance at Council meetings
- 4. Such other records as required by subsequent action of the Council

**Article IX
AMENDMENTS**

The Constitution and/or Bylaws of the Site Council shall be subject to alteration by amendment. Amendments must be approved by consensus of members present, provided that notice of the meeting and the proposed changes are set forth in writing at least one week prior to decision-making. The fundamental reason for the proposed amendment shall be presented in the proposal. Any member of the school community may propose an amendment.

**Article X
RATIFICATION OF THE SITE COUNCIL BYLAWS**

The ratification of these bylaws of the Davis Site Council shall be effective upon $\frac{3}{4}$ votes cast by the Davis Site Council.

THE DAVIS BILINGUAL MAGNET SCHOOL SITE COUNCIL RATIFIED
THIS CONSTITUTION ON August 27, 2019
(Month, Day, Year)