

Miles Exploratory Learning Center Site Council By-Laws

- I. Mission Statement: Miles Exploratory Learning Center provides an integrated learning experience where Deaf, Hard of Hearing, and Hearing students work together to develop life and career readiness skills which prepares them to be confident, productive, and responsible members of the community.
- II. Vision Statement: Miles Exploratory Learning Center cultivates a strong community and culture of high expectations where children are nurtured, valued, and challenged to meet their full potential.
- III. Miles ELC Members of Site Council (approved 4/10/03)
 - A. The council shall consist of the following voting members:
 1. Parents and teachers will be equal in number and will constitute the majority of the Site Council. If a teacher member of the council is also the parent of a student enrolled at Miles, the teacher/parent shall be considered a teacher member, and not a parent member of the council
 2. Up to two community members (who are not parents of Miles students) and who shall, if possible, each live in different neighborhoods.
 3. Up to two staff members at the school who are not teachers.
 4. The principal of the school
 5. school community liaison (Approved 12/19/23)
 - B. The Site council makes decisions within the boundaries of TUSD board policies and state and federal laws (approved 4/10/03)
 - C. Selection of Site Council Members
 1. Council members are selected to represent the Miles Exploratory Learning Center community. Teachers will select teachers at a staff meeting, parents will select parents and classified staff will select classified staff. Each community member has one vote.
 2. Applications for parent members will be requested if there are more parents than available slots on the council by the beginning of the 3rd quarter with a return date set in the 3rd quarter
 - a. applications will request a statement of skills/strengths a parent can bring to the Council, which will be transferred to the ballot.

b. ballot sheets will be created by a parent member of the council with applicants listed in three categories representing the Miles community (Elementary, Middle School and Exceptional Education).

c. Ballots will be printed in the 3rd quarter and disseminated via emails, online and/or homework folders. Each family will have one vote and classroom numbers will be requested on the ballot.

d. ballots will be returned to a designated ballot box in the lobby of Miles school or in an online voting site by the 3rd quarter and tallied by existing parent council members. New council members will be announced in May (ratified March 23, 2010) (Approved 12/19/23)

D. Role of Council Members

1. attend the majority of council meetings
2. encourage and facilitate involvement and shared decision-making by members of the Miles ELC community
3. communicate schedules, issues and decisions to the whole community
4. conduct research and surveys, including opinions, issues and feedback
5. serve as members of the entire interview process team to select site administration (Approved 12/19/23)

E. Responsibility of the Site Council

1. Assign facilitator for Site Council meetings at the beginning of the year
2. Schedule council meetings for the year
3. arrange and provide training activities
4. keep and communicate minutes and financial records
5. assign secretaries for council meetings
6. the site council and school administration communicate with TUSD administration and with education interest groups (i.e. TEA, School Community Partnership Council, PTA, etc.)

F. Commitment to serve

1. members can serve for one or two consecutive years with one year off before serving again
2. each member shall regularly attend council meetings. If a member fails to attend 1 or more scheduled meetings during any school year, the absent member shall be removed as a council member unless the majority of the council (50% of the members) determine that good cause

exists for the absences and elect to retain the member of the council (Approved 4/10/03, 12/19/23)

3.The site administrator will be a permanent member of the council

4.The principal will implement the decisions and policies of the council (Approved 4/10/03)

5.vacancies that occur will be filled by consensus at the next site council meeting (Approved 12/19/23)

G .Meetings

1. meet quarterly and as needed (approved 4/10/03) (Approved 12/19/23)

2.Record minutes and review financial report and minutes of all meetings

3. develop council agenda, including items submitted in writing by community members

IV. Committees

A. committees will be formed at the site council meetings when members direct further study and development proposals for decision making about an issue (approved 4/10/03)

B. Committees will generate proposals and report back to the next community or council meeting for approval or revision

C. Committee Meeting

1. set meeting schedule

2. record minutes

3. conduct research, gather information and develop proposal addressing the assigned issue

4. prepare presentation for the next site council meeting

V. Procedures for Amendments

A. Amendments

1. Any member of the Miles ELC community can process an amendment to the shared decision making process

2. Rationale for the proposed amendment will be presented in writing for the agenda prior to the council meeting

3. the community may decide to ratify the amendment by consensus at the community meeting

VI. Amendments

A. Communication proposal (Approved November 14, 1995) *Every reasonable effort will be made to disseminate information among/within the Community at large by:*

1. consistently welcoming parents, staff and students to participate in community decision making by

- a. using multiple approaches (newsletters, during events, posters, phone trees and e-mail, etc)
- b. asking teachers to mention it at parent/teacher conferences
- c. asking parents, staff and students to pass the word and encourage participation
- d. attempting to accommodate community members at meetings (for example, translation, transportation, childcare, etc.)

VII.Ratification

The ratification of this Constitution/Bylaws of the Miles Exploratory Learning Center shall be effective upon consensus vote of the present at a regularly scheduled community meeting in person members of the following constituent group: certified staff, classified staff and parents.

The Miles E.L.C. certified staff, classified staff and parents ratified this Constitution/Bylaws on April 12, 1994, April 10th 2003 and March 23, 2010.

Ratified 12/19/2023 at the meeting of the Parent Teacher Association members