



Secrist Middle School Site Council Constitution & Bylaws

Article I – Name

The name of this organization shall be the Secrist Middle School Site Council.

Article II – Purpose

The purpose of the Site Council shall be to:

1. Provide a forum for collaboration between school staff, parents, students, and community members.
2. Assist in the development, implementation, and monitoring of the school improvement plan.
3. Review and provide input on school policies, budget priorities, and programs that impact student achievement.
4. Strengthen the connection between Secrist Middle School and the larger community.

Article III – Membership

1. The Site Council shall consist of representatives from the following groups:

- Principal (automatic member)
- Teachers (3 representatives)
- Staff/Monitor (1 representative)
- Parents (1 representative)
- Community members (1 representative)
- Students (optional, if applicable at middle school level)

2. Members serve a two-year term, with the option for reappointment or reelection.

3. Vacancies shall be filled by the group the member represents.

Article IV – Officers

1. Officers of the Site Council shall include:

- Facilitator/Chairperson – presides over meetings, prepares agendas, and ensures smooth operations.
- Co-Chairperson/Vice-Chair – assists the Facilitator and assumes duties in their absence.
- Recorder/Secretary – keeps accurate minutes of meetings and distributes them to members.

2. Officers shall be elected annually by majority vote of the Site Council members.

Article V – Meetings

1. The Site Council shall meet at least four times per school year.

2. Regular meetings for the 2025–2026 school year are scheduled as follows:

- Thursday, September 4, 2025
- Thursday, November 6, 2025
- Thursday, January 29, 2026
- Thursday, March 26, 2026

3. Meetings will be held in the Conference Room at 3:00 PM, unless otherwise determined by the council.

4. Additional meetings may be scheduled as needed.

Article VI – Decision-Making

1. Decisions shall be made by consensus whenever possible.

2. If consensus cannot be reached, decisions shall be made by a majority vote of the members present.

3. A quorum (at least 50% of members) must be present to conduct official business.

Article VII – Responsibilities

Members of the Site Council are expected to:

1. Attend scheduled meetings regularly.
2. Represent the views and concerns of their respective groups.
3. Work collaboratively in the best interest of Secrist Middle School students.
4. Maintain respectful communication and shared decision-making practices.

Article VIII – Amendments

1. Amendments to these bylaws may be proposed by any Site Council member.
2. Proposed amendments must be submitted in writing at a scheduled meeting.
3. Adoption requires a two-thirds vote of members present at the next scheduled meeting.

Closing Statement

United in purpose, committed to progress, and inspired by the future of Secrist Middle School."

Adopted by the Secrist Middle School Site Council on 9/04/2025.