Manchester Elementary School Improvement Council (SIC) Bylaws

Article 1: Name

The name of this organization shall be the Manchester Elementary School Improvement Council (SIC).

Article 2: Purpose

The purpose of the School Improvement Council is to support continuous school improvement through collaboration among parents, teachers, administrators, and community members.

Article 3: Membership

The SIC shall include:

• Three (3) parents elected by parents

• Three (3) teachers elected by faculty

• Three (3) community members appointed by the Principal

• The Principal (Mr. Wells) serving as an ex-officio member

Additional ex-officio members may include Teacher of the Year and PTO/PTA Representative (non-voting).

Article 4: Elections and Appointments

Elections for parent and teacher representatives will be held annually by September 30.

Community members will be appointed by the Principal by October 15.

Elections will be conducted in a fair and inclusive manner.

Article 5: Terms of Service

Members serve two-year terms and may be re-elected or reappointed.

Vacancies will be filled by the next highest vote recipient or appointment.

Article 6: Officers

Officers include Chairperson, Vice Chairperson, and Secretary.

Officers are elected annually by SIC members.

Article 7: Duties of Officers

Chairperson: Leads meetings and represents the SIC.

Vice Chairperson: Assists and fills in as needed.

Secretary: Maintains records and meeting minutes.

Article 8: Meetings

The SIC will meet monthly during the school year.

The first meeting will occur by September 30.

Meetings are open to the public; agenda requests must be submitted 5 days in advance.

Article 9: Decision-Making

The SIC will strive for consensus.

A simple majority vote will determine decisions when needed.

A quorum requires a majority, including at least one parent and one teacher.

Article 10: SIC Goals

District Collaboration: Work with district SICs to share ideas.

Positive School Environment: Maintain a safe, welcoming climate.

Family & Community Engagement: Strengthen partnerships and communication.

Article 11: Amendments

These bylaws may be amended by a majority vote of the SIC with prior notice.

Approval

Approved by the Manchester Elementary School Improvement Council.