Williamsburg County School District
Kenneth Gardner Leadership Academy
Keyanna C. Hampton, Principal- khampton@wcsd.k12.sc.us
Heyward Segars, Jr., Assistant Principal- hsegars@wcsd.k12.sc.us
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School Improvement Council (SIC) Bylaws

Williamsburg County School District | 2026–2027 School Year

Proposed Bylaws for Adoption

Article I – Name

The name of this organization shall be the Kenneth Gardner Leadership Academy School Improvement Council (KGLA SIC), operating under the authority of Williamsburg County School District and in accordance with applicable South Carolina laws and regulations.

Article II – Purpose and Mission

The purpose of the KGLA School Improvement Council is to promote continuous school improvement through meaningful collaboration among parents, educators, school leadership, and community stakeholders.

The SIC shall support the school's mission of providing a world-class education to every scholar, centered on an expectation of excellence, a core of love, and principles of leadership.

Guided by the school's vision, "There Is Power in WE!", the council shall:

- Promote academic achievement and student growth.
- Strengthen school climate, culture, and safety.
- Increase family and community engagement.
- Review school performance data and identify improvement priorities.
- Support the development, implementation, and monitoring of the School Improvement Plan.
- Encourage shared responsibility and accountability for scholar success.
- Serve as an advisory body to the principal and school leadership team.

Article III – Membership

Section 1. Composition

The School Improvement Council shall include representatives from the following stakeholder groups:

- Parents or legal guardians of currently enrolled scholars.
- Teachers employed at Kenneth Gardner Leadership Academy.
- Community members who demonstrate a commitment to public education.
- The principal, serving as an ex officio member.
- Membership shall reflect the diversity of the school community and comply with South Carolina SIC membership requirements.

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Section 2. Selection of Members

Parent representatives shall be elected by parents or guardians of enrolled scholars. Teacher representatives shall be elected by the school's teachers. Community representatives shall be appointed in accordance with applicable South Carolina law.

Section 3. Terms of Service

Members may serve as many terms as they'd like through the appropriate election or appointment process.

Section 4. Vacancies

Vacancies shall be filled through the appropriate election or appointment process for the remainder of the unexpired term.

Article IV – Officers and Responsibilities

The council shall elect the following officers annually:

- Chairperson:

  -Presides over SIC meetings.

  -Collaborates with the principal to develop meeting agendas.

  -Ensures council activities align with school improvement priorities.

  -Encourages active participation among members.

- Vice Chairperson

-Assists the chairperson.

-Presides in the chairperson's absence.

-Supports council initiatives and committee activities.

- Secretary

-Records and maintains meeting minutes.

-Maintains attendance records.

-Distributes meeting notices and approved minutes.

-Organizes council documentation.

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Officers shall be elected by a majority vote of council members present at a meeting with a quorum.

Article V – Meetings

Section 1. Regular Meetings

The KGLA SIC shall meet at least quarterly during the academic year. Additional meetings may be scheduled as necessary.

Section 2. Meeting Notifications

Meeting dates, times, and locations shall be communicated in advance to council members and the school community.

Section 3. Open Meetings

Meetings shall be conducted in accordance with applicable South Carolina open meetings requirements. Opportunities for stakeholder input shall be encouraged.

Section 4. Quorum: A quorum shall consist of a majority of the council's current voting membership.

Section 5. Voting

Each voting member shall have one vote. Council decisions shall be made by a majority of voting members present, provided a quorum exists.

Article VI – Duties and Responsibilities

The KGLA School Improvement Council shall:

- Participate in the review and development of the School Improvement Plan.
- Analyze academic performance, attendance, behavior, and school climate data.
- Recommend strategies to strengthen Tier 1 instruction, interventions, and student achievement.
- Support efforts to improve parent and community involvement.
- Review progress toward school improvement goals.
- Provide input regarding school programs, initiatives, and priorities.
- Prepare and communicate an annual SIC Report to Parents in accordance with applicable requirements.
- Promote positive communication among families, educators, and community stakeholders.
- The council shall function in an advisory capacity and shall not assume the administrative responsibilities of the principal or the governance responsibilities of the school board.

Article VII – Committees

The SIC may establish standing or temporary committees to address school improvement priorities.

Suggested committees include:

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- Academic Achievement Committee: Supports literacy, mathematics, assessment analysis, and academic intervention priorities.
- School Climate and Culture Committee: Supports positive behavior, attendance, school safety, and a welcoming learning environment.
- Family and Community Engagement Committee: Promotes parent participation, school partnerships, volunteerism, and family educational opportunities.
- Committees shall report recommendations and progress to the full council.

Article VIII – Attendance and Participation

Members are expected to attend scheduled meetings, actively participate in discussions, and support the council's mission.Members who are unable to attend shall notify the chairperson or secretary in advance when possible.

Members with repeated unexcused absences may be subject to a review of their membership status, consistent with applicable law and council procedures.

Article IX – Ethics and Confidentiality

Members shall conduct themselves professionally, respectfully, and in the best interests of all KGLA scholars.

Members shall:

- Respect differing perspectives and opinions.
- Avoid conflicts of interest.
- Protect confidential student and personnel information.
- Maintain transparency in council decisions.
- Promote equity, collaboration, and ethical leadership.

Article X – Amendments

These bylaws may be amended by a two-thirds vote of the council's voting members present at a properly noticed meeting with a quorum, provided that proposed amendments have been distributed to members at least ten calendar days in advance.No amendment shall conflict with applicable South Carolina law or Williamsburg County School District policies.

Article XI – Adoption and Effective Date

These bylaws shall become effective upon approval by the Kenneth Gardner Leadership Academy School Improvement Council.

Adoption Date: 9/24/26

SIC Chairperson: _____

Principal: _____