GORDON ODYSSEY ACADEMY

School Improvement Council Bylaws
2026–2027

ARTICLE I. NAME, SCOPE, AND MISSION

Section 1. Name
The organization shall be known as the Gordon Odyssey Academy School Improvement Council (GOA SIC).

Section 2. Scope
The Council shall support Gordon Odyssey Academy and the students, families, and staff served through the Alternative Hub, including its coordinated educational programs and facilities. The Council shall operate within the school designation(s) and governance structure authorized by Fairfield County School District and applicable South Carolina requirements.

Section 3. Mission
The Council promotes student success through meaningful family and community engagement, continuous school improvement, and collaborative support for high-quality instruction, student well-being, accountability, and successful transitions to students' next educational, career, or life pathway.

ARTICLE II. PURPOSE AND AUTHORITY
The Council serves in an advisory and collaborative capacity. Its responsibilities include:

- Participating in development, implementation, monitoring, and evaluation of the school improvement/renewal plan.
- Reviewing school goals and evidence of progress, including achievement, attendance, behavior, course performance, and successful transitions.
- Contributing to the annual Report to the Parents and School Report Card narrative, as applicable, and supporting clear communication of progress.
- Advising on any applicable state incentive award expenditures and relevant family engagement or reading proficiency initiatives.
- Supporting partnerships and family engagement across the Alternative Hub.
- Providing assistance requested by the principal and carrying out duties assigned by the local board, consistent with law.

The Council shall not exercise powers reserved by law or regulation to the district Board of Trustees, district administration, or school principal. It shall not review or decide individual student discipline, placement, personnel, or confidential student matters.

ARTICLE III. REPRESENTATION AND MEMBERSHIP

Section 1. Voting membership

The proposed Council shall have eight (8) voting members: three (2) parent/guardian representatives elected by eligible parents/guardians; three (2) teacher representatives elected by eligible teachers; and two (2) community representatives appointed by the principal. This structure provides six elected and two appointed members. The final number and distribution shall be confirmed against district and state SIC requirements before adoption.

Recruitment and nominations shall seek representation across the Hub's grade spans, programs, and facilities. Parent/guardian representatives must have a student currently enrolled in the school/program covered by this Council. Teacher representatives must be currently assigned to the school/program covered by this Council. Community representatives should include a business or workforce partner where feasible.

Section 2. Student voice

Up to two (2) student representatives may participate as nonvoting student advisers, selected through an equitable process established by the principal and Council. Participation shall account for student eligibility, transition schedules, confidentiality, and the nature of alternative education placements. Student advisers shall not be counted toward statutory membership ratios or quorum.

Section 3. Ex-officio members

The principal shall serve as a nonvoting ex-officio member. The Council may invite up to three additional nonvoting ex-officio participants, such as an assistant administrator, adult education representative, counselor, or immediate past chairperson, subject to applicable requirements. Ex-officio members do not count toward elected/appointed ratios or quorum.

Section 4. Voting

Each voting member shall have one vote. Proxy and absentee voting are not permitted. Membership shall not confer access to confidential student or employee records.

ARTICLE IV. NOMINATIONS, ELECTIONS, AND APPOINTMENTS

Elections shall occur no later than October each school year, with appointments completed within fourteen (14) days afterward. Notices and nomination opportunities shall be shared using accessible Hub communication channels, including school websites, parent messaging, newsletters, and direct family outreach where feasible.

Parent/guardian representatives shall be elected by eligible parents/guardians; teacher representatives by eligible teachers. Voting procedures shall be documented, fair, and accessible to families served at both Hub facilities. Ballots shall normally be returned within seven (7) days, counted by at least three designated persons, and retained for one year in accordance with district records rules. The principal shall appoint community representatives. Member names and required information shall be submitted to the appropriate state SIC support organization and published as required by district policy and law; personal contact details shall not be publicly disclosed without authorization.

ARTICLE V. TERMS, ATTENDANCE, AND VACANCIES

Elected and appointed members shall serve two-year terms, staggered when practical to preserve continuity. Members may serve additional terms if reelected or reappointed. Initial terms may be staggered by Council action. Student advisers shall serve for a period determined by the Council, not exceeding one school year without reselection.

Membership ends upon resignation, loss of the eligibility basis for the seat, appointment to an incompatible governing position, or three consecutive unexcused regular-meeting absences after notice and an opportunity to respond. Student adviser service may also end upon exit from the program or inability to continue participation; any removal shall be handled fairly and without public disclosure of private student information.

An elected vacancy shall be offered to the next eligible candidate from the most recent election when available; otherwise a special election shall be held or another district-approved method used. The principal shall fill appointed community vacancies. Replacements serve the remainder of the term. The Council shall document all changes.

ARTICLE VI. OFFICERS AND DUTIES

The voting membership shall elect a chairperson, vice chairperson, and secretary annually by the October meeting. Ex-officio members and student advisers are not eligible for these offices.

Chairperson (President)

- Preside over meetings and represent the Council in authorized communications.
- Develop agendas with the principal and support implementation of Council decisions.
- Appoint committee leads with Council input, coordinate their reports, and sign appropriate SIC participation documents.

Vice Chairperson (Vice President)

- Perform chairperson duties when the chairperson is absent.
- Support agenda planning, committee coordination, and progress monitoring.

Secretary

- Maintain approved bylaws, member roster, agendas, minutes, attendance, reports, and other Council records.
- Distribute agendas and prior minutes in advance, ordinarily at least ten (10) days before regular meetings when practicable.
- Coordinate public posting and record retention consistent with district policy, applicable public-meeting requirements, and student privacy protections.

ARTICLE VII. COMMITTEES AND PRIORITIES

The Council may create temporary or ongoing committees and invite nonmembers to assist. Committees advise the Council and do not act independently on its behalf unless authorized. Annual priorities may include instructional growth, attendance and engagement, positive school climate, family/community partnerships, transition planning, and workforce or postsecondary readiness. Any goals shall align with the approved school improvement plan.

ARTICLE VIII. MEETINGS, QUORUM, AND VOTING

At its first meeting each year, the Council shall adopt and publicize a regular meeting schedule and location(s), including arrangements that make participation accessible to stakeholders served by both Hub facilities. Meetings shall generally occur monthly during the academic year unless a different

schedule is approved and permitted. Meeting notices, agendas, and records shall follow applicable South Carolina law and district procedures.

A quorum shall be a simple majority of currently filled voting seats, including at least one parent/guardian and one teacher representative. No official action may be taken without a quorum. The Council shall seek consensus; when voting is necessary, a simple majority of voting members present shall decide ordinary motions unless a higher threshold applies. The chairperson retains the same voting rights as other voting members. Ex-officio members and student advisers do not vote.

ARTICLE IX. TRAINING, TRANSPARENCY, AND REPORTING

The principal and Council leadership shall provide annual orientation on Council duties, improvement priorities, district procedures, confidentiality, and applicable public participation requirements. Members shall be encouraged to attend training provided by the district, South Carolina Department of Education, or the South Carolina School Improvement Council.

The Council shall review school improvement progress at regular intervals and contribute to the annual Report to the Parents and other required reporting. Council information shall be made available through appropriate school communication channels. Public materials shall not include personally identifiable student information or confidential personnel matters.

ARTICLE X. AMENDMENTS AND ADOPTION

Proposed amendments must be introduced at a prior regular meeting, reflected in the minutes, and included in the agenda for the meeting at which action is taken. Amendments require a two-thirds vote of voting members present, provided a quorum exists, and remain subject to applicable law and district approval requirements.

These bylaws take effect upon approval by the Council and any required district review or approval. If any provision conflicts with controlling law or district policy, that authority shall govern and the Council shall revise the affected provision.

Adopted by GOA SIC on: _____ Effective date: _____

SIC Chairperson: _____ Director/Principal: _____