BRADLEY ELEMENTARY SCHOOL

School Improvement Council (SIC)

PROPOSED BYLAWS | 2026–2027

Richland School District One • Columbia, South Carolina

ARTICLE I – NAME

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

ARTICLE II – PURPOSE

The SIC serves as an advisory body to the principal and collaborates with families, educators, and community members to improve student learning and school effectiveness.

The council shall support development, monitoring, and communication of the school improvement plan; examine schoolwide trends and priorities; strengthen family and community engagement; and assist with the annual SIC Report to Parents. The council does not exercise administrative or school board authority.

ARTICLE III – MEMBERSHIP

The council currently consists of eight members: five elected representatives, two appointed representatives, and the principal serving ex officio. Elected membership shall include parents and teachers; appointed membership shall include community representatives as applicable under state requirements.

The membership structure and election procedures shall be reviewed for compliance with South Carolina law. Until that review is completed, the current composition is recorded here as a factual description, not a determination of statutory compliance.

ARTICLE IV – ELECTIONS AND APPOINTMENTS

Parent representatives shall be elected by parents or guardians of enrolled students; teacher representatives shall be elected by teachers. Community representatives shall be appointed according to applicable law. Elections shall occur annually by October 15, with accessible notice and an opportunity for eligible constituents to participate.

The council shall maintain records of elections, appointments, and terms. Vacancies shall be filled through the corresponding election or appointment process.

ARTICLE V – TERMS OF SERVICE

Elected representatives shall serve staggered two-year terms, subject to applicable exceptions under state law. Appointed members shall serve terms consistent with applicable requirements. Members may be reelected or reappointed as permitted.

ARTICLE VI – OFFICERS

The council shall elect a chairperson, vice chairperson, and secretary annually from eligible members. The chairperson presides over meetings and coordinates agendas with the principal; the vice chairperson acts in the chairperson's absence; the secretary maintains minutes, attendance, and official records. Officer selection shall comply with state requirements.

ARTICLE VII – MEETINGS

The council shall meet at least quarterly during the school year and may schedule additional meetings as needed. Meeting notices, agendas, minutes, and public access shall comply with the South Carolina Freedom of Information Act and applicable district procedures.

A quorum shall be a majority of voting members. The chairperson shall work with the principal to establish an annual meeting calendar.

ARTICLE VIII – MEMBER RESPONSIBILITIES

Members are expected to attend meetings, review school improvement information, solicit stakeholder perspectives, offer constructive recommendations, and maintain confidentiality of protected student and personnel information. Members shall disclose potential conflicts of interest when appropriate.

ARTICLE IX – COMMITTEES

The council may establish temporary or standing committees focused on academic achievement, attendance, school climate, and family/community engagement. Committees shall report recommendations to the full council and shall not act independently on behalf of the SIC without authorization.

ARTICLE X – DECISION-MAKING

The council shall seek consensus when possible. When a vote is required, a motion passes by a majority of voting members present when a quorum exists, unless these bylaws or applicable law require a higher threshold. Decisions shall be documented in the minutes.

ARTICLE XI – ANNUAL GOALS AND REPORTING

The council shall establish annual priorities aligned with the school improvement plan, review progress during the year, and contribute to the annual SIC Report to Parents in accordance with applicable requirements.

ARTICLE XII – AMENDMENTS

Proposed amendments must be shared with members in writing at least ten calendar days before consideration. Amendments require a two-thirds vote of the voting membership, subject to applicable law and district policy.

ARTICLE XIII – ADOPTION

These bylaws take effect upon approval by the SIC, following review for consistency with South Carolina statutory requirements and Richland School District One procedures.

Adoption date: _____ SIC Chairperson: _____

Principal: _____