

- C. Read and review team/departmental and SIT meeting agendas and minutes
- D. Consider all points of view, make suggestions, and help the SIT make decisions that reflect the thinking of the total group
- E. Each staff member has the right to vote on the School Improvement Plan and the process for selecting the School Improvement Team

Section 6: Prior to starting a new rotation, the last meeting shall be a joint meeting of current and newly elected members. At this meeting the notebooks shall be turned over to the new members. Also at this meeting the bylaws shall be reviewed. Any goals for the new year shall be listed and recorded in the minutes.

ARTICLE VI: Meetings

Section 1: School Improvement Team meetings are open to all parents and staff members; however, only School Improvement Team members are voting members at SIT meetings.

Section 2: Meetings will be held at a predetermined place and time that is agreeable to all members, including parents and staff. Meetings will be held on a monthly basis. Additional meetings may be called by the Chairperson as deemed necessary. An agenda will be prepared by the Chairperson and made available to SIT members prior to each meeting. A portion of every meeting will be designated as Open to the public. Any parent or staff member present may address the SIT to briefly state opinions or concerns.

ARTICLE VII: Voting

Section 1. A cooperative decision by consensus is preferred; however, when voting becomes necessary, each SIT member in attendance shall receive one vote.

Section 2: School Improvement Team meetings are open to all staff members; however, only School Improvement Team members are voting members at SIT meetings.

Section 3: A quorum of two-thirds of the SIT members is required to pass a motion.

Section 4: Issues brought before the School Improvement Team for a vote must be passed by a simple majority (51%) of the members present

Section 5: Issues brought before the full faculty for a vote require a 60% affirmative vote to pass.

Section 6: Bylaws can be amended by a vote of the full faculty. A 60% affirmative vote will be required to pass an amendment.

ARTICLE VIII: SIT Communication Process

Section 1: The SIT will have a system of communication to keep all staff members and parents informed of the activities of the SIT, such as: