

# Crooms Academy of Information Technology School Advisory Council By-Laws 2006-2007

## I. Objective

- A. To serve in an advisory capacity to the principal and to assist in the development of the educational program and in the preparation and evaluation plan pursuant to Section 230.23(18) Florida Statutes. This advisory council shall not assume any powers or duties now reserved by Florida Statutes for the School Board or its professional staff.

## II. Composition

- A. The Crooms Academy of Information Technology SAC will minimally be composed of the following:

Principal	1
Instructional Personnel	3
Non-Instructional Personnel	1
Parents/Community	6
Student Council Representative (Student)/Student	1

- B. Crooms Academy of Information Technology SAC, by amendment to these by-laws, may add members as long as there is a balance of one more community member than school personnel. This balance does not include students.

## III. Election and Terms

- A. Council members shall be elected in August by their peers with every effort made to ensure representation from the ethnic, racial and economic community served by the school.
- B. In the event a council membership is determined not to be representative of the ethnic, racial and economic community served by the school, the school board will appoint from within the school community, additional members to achieve proper representation.
- C. The principal shall send the names of elected to the superintendent or his designee to be submitted to the school board in September. The school board shall review all names for the council and make final appointment to the council.
- D. Council members will be elected annually.
- E. Vacancies on the council can be filled by a person(s) elected by their peers. Names shall be submitted to the school board for approval.

## IV. Voting Power

- A. Only School Advisory Council members shall have voting power. This power cannot be transferred to proxies. All resolutions shall be enacted by simple majority vote of members present.

## V. Officers

- A. The Crooms Academy of Information Technology School Advisory Council officers will consist of a chairperson, vice-chairperson and a recording secretary. These officers will be elected for a term of one year, and will be elected in April/May so that a transition may be made with the help of the previous year's officers. Current officers may be elected for one additional term.

**VI. Meetings**

- A. The regular Crooms Academy of Information Technology SAC meeting shall be held on the first Monday of each month at 6:30pm, and will be held on school property. These meetings can be changed or additional meetings can be scheduled by a simple majority of council members.
- B. Records of the SAC shall be maintained at the school and shall be open to the general public for inspection during normal school hours.
- C. A minimum quorum consisting of six (6) members including one (1) officer should be established at each meeting.

**VII. Attendance**

- A. Council members agree to attend all monthly meetings. Council members with two consecutive unexcused absences may be replaced or moved to an alternate member (non-voting) status for the remainder of their term.

**VIII. Responsibilities**

- A. Assist the principal in the school's annual budget. "...By the 1999-2000 academic year, with technical assistance from the Department of Education, each school advisory council shall assist in the preparation of the school's annual budget and plan as required by F.S. 229.555(1)."
- B. Assist in the preparation and evaluation of the School Improvement Plan (SIP). The plan is designed to achieve the state education goals and student performance standards. The plan must also address issues relative to budget, training, instructional materials, technology, staffing, student support services, and other matters of resource allocation as determined by school board policy.
- C. Approve the expenditure of school improvement funds. [See state statutes] (Lottery Enhancement Funds).
- D. Perform functions as prescribed by regulations of the school board.
- E. Support school improvement implementation.
- F. Adhere to the "Sunshine Law."
- G. Provide input on how to spend A+ recognition money.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2006

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Dr. Connie Collins Principal

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SAC Chairman