

BYLAWS
OF
RALPH MOODY ACCOUNTABILITY COMMITTEE

These bylaws shall serve as guidelines for the operation of the Ralph Moody Accountability Committee (RMAC) and are intended to enhance the effectiveness of the school accountability process. These bylaws establish the parameters for committee operation with regard to:

- I. Members
- II. Meetings
- III. Decision Making
- IV. Amendment of Bylaws
- V. Communications
- VI. Training
- VII. Review Process

I. Members

The RMAC is composed of at least three (3) parents, one (1) community resident, one (1) PTO representative, at least one (1) school staff (licensed and classified), and principal. Prospective member will be placed in nomination and elected by the people they represent.

1.1 Selection of Members

a. Parents. An election of parent members shall be conducted on an annual basis. Scheduling and format shall be determined by the RMAC, and at least thirty (30) days in advance of the election, the times, dates, and locations of the election shall be posted in a prominent location at the school and distributed by means of general communication. Any parent of a student at Ralph Moody Elementary School who is not also a member of the school's staff is eligible to become a member of the RMAC. To the fullest extent possible, members shall represent a diversity of backgrounds, e.g., gender, ethnicity, experience, and viewpoints.

b. Community Members. At the first RMAC meeting of each school year, any member of the committee shall have the right to nominate a community resident as a member of the RMAC and shall be approved by majority vote of the RMAC. The community member must reside in LPS District.

c. PTO Representative. On or before the first RMAC meeting of each school year, the Ralph Moody Elementary School PTO shall appoint 1 representative to serve on the RMAC.

d. School Staff. School staff members of the RMAC shall be nominated and elected at the school on an annual basis and may include teachers and classified employees.

e. Principal. The principal shall be a permanent member of the RMAC.

1.2 Term of Membership. Parent members shall serve a term of no more than three (3) years and shall provide for staggered membership with a maximum of two (2) consecutive terms

to be served, but no limit to the total number of terms served. Community member, PTO representative, and school staff members shall serve a one-year term with no limit to consecutive terms.

1.3 Officers. Officers shall be determined by the RMAC, but, at a minimum, will include a chairperson, secretary, and representative to the LPS District Accountability Committee (DAC).

1.4 Resignation and Filling of Vacancies. Any member may at any time resign from the RMAC by filing a written resignation with the Chair. Any vacancy occurring in the RMAC shall be filled by the vote of a majority of the remaining members, of that same category, even if less than a quorum of the members is present. A member elected to fill a vacancy shall serve for the unexpired term of the predecessor.

II. Meetings.

Meetings shall abide by the state open meetings law and Board policy. The school shall institute a practice of providing written notice of meetings by posting the agenda at the particular school in a prominent and consistent place for easy viewing no less than 24 hours prior to the meeting. Schools will also institute a consistent practice of communicating notice of such meetings and shall distribute the minutes after each meeting. All meetings of the RMAC shall be open to the public for observation, and provide an opportunity for school community members to address the committee. Meetings will convene on an average no less than once per month during the school year (September–May), be held on established annual meeting dates, and at times that are convenient to the majority of committee members.

III. Decision Making.

The RMAC shall determine if and what issues require a vote or a consensus. To the fullest extent possible, decisions shall be made by consensus. In the event a consensus cannot be reached, at the discretion of the Chair, the act of a majority of the members at a meeting shall be the decision of the RMAC. At any meeting, each member shall be entitled to one vote on each matter submitted to a vote. Voting by proxy is not allowed. The principal shall be a nonvoting member of the RMAC. However, the principal shall have the right to veto a decision by the RMAC if said decision violates federal or state law, violates LPS policy, or has a significant negative impact on the Ralph Moody Elementary School policy. All decisions of the committee will be recorded in the minutes of the meeting.

IV. Amendment of Bylaws.

The bylaws of the RMAC shall be initially adopted and thereafter altered, amended or repealed by a two-thirds (2/3) majority of the RMAC present at any regular meeting.

V. Communications.

Decisions of the School Accountability Committee will be communicated to the public regularly. Any official communication of the committee will be approved by the building principal prior to publication.

VI. Training.

Effective group decision-making skills and an understanding of Policies ABA, ABA-R, Public Involvement in Decision Making, and the School District are essential to the success of the RMAC. It will be the responsibility of the Superintendent to ensure annually that all school accountability committees have received appropriate training regarding the administration of this regulation.

VII. Review Process.

If decisions, made under the provisions of Board Policy ABA and ABA-R on decision making, are not acceptable, requests for review of the decision shall be handled according to the provisions of Board Policy. The Board of Education has the right and responsibility to decide which requests it will hear.