

Alfred B. Nobel Charter Middle School

Mathematics, Science & Technology Magnet Center

Bylaws

The Nobel Charter Middle School Charter Council shall operate according to the provisions in Article XXVII of the Collective Bargaining Agreement with the following amendments:

Duties of the Charter Council

- Operate as the principal school site decision making body in regards to school-wide policies, programs and procedures within the authority of the District Superintendent and LAUSD Board of Education.
- Approve professional development activities.
- Approve annual budgets and oversee the fiscal management of the categorical block grant.
- Approve major educational and operational policies.
- Oversee the implementation of the guiding mission, vision, strategic plan and school-wide goals.
- Establish a hiring committee and oversee the hiring process in accordance to the Affiliated Charter Bulletin, LAUSD policies and all collective bargaining agreements.

Members

Members of the Nobel Charter Middle School Governing council, any administrators, managers, or employees, and any committees of Charter School shall comply with federal and state laws, non-profit integrity standards and LAUSD's Charter School policies and regulations regarding ethics and conflicts of interest and all LAUSD ethics codes.

Composition:

The composition of the Charter Council will comport with Article XXVII of the UTLA LAUSD collective Bargaining Agreement. The council will be comprised of 16 members; 8 teachers which includes the UTLA representative, 5 parent/community representatives, one principal, one classified employee, and one student representative. The magnet center at Nobel has opted to have a single council representing both the regular school and the magnet center (option 3 of Article XXVII). Magnet teachers, parents/community representatives, and students will be eligible to participate in the council along with the constituents of the host school.

Terms of Office:

Elections for Charter Council representatives shall be conducted according to the following guidelines:

- a. Elections for teachers, administration, and classified representatives shall be held at the end of the school year and the one-year term of office shall begin on the first day of the next school year.
- b. Elections for student and parent/community representatives shall be held as soon as possible after the new school year begins, and the one-year term of office shall begin the day the election winners are determined. Parent/community members serve until the day of the completions of the election process in the fall of the new school year.

Vacancy:

In the event that a Council member vacates his/her seat, the first alternate shall replace the member and elections shall be held for an alternate. If an alternate vacates his/her seat, an election shall be held to fill it. Elections are to be organized and conducted by the co-chairs.

Termination of Membership:

The charter council may, by an affirmative vote of two-thirds of all its members, suspend or expel a member. Any elected member may terminate his or her membership by submitting a written letter of resignation to the school site council chairperson. Missing three consecutive meetings may be grounds for termination of membership.

Officers

The officers of the charter council shall be the co-chairpersons, secretary, and other officers the Charter council may deem desirable. The co-chairpersons shall:

- Preside at all meetings of the charter council.
- Sign all letters, reports and other communications of the charter council.
- Perform all duties incident to the office of the chairperson.
- Have other such duties as are prescribed by the charter council.

The secretary shall:

- Keep minutes of all regular and special meetings of the charter council.
- Transmit true and correct copies of the minutes of such meetings to members of the charter council at the next meeting.
- Provide all notices in accordance with these bylaws.

- Be custodian of the records of the charter council.
- Keep a register of the names, addresses and telephone numbers of each member of the charter council, the chairpersons of subcommittees, and others with whom the charter council has regular dealings, as furnished by those persons.
- Perform other such duties as are assigned by the chairperson(s) or the charter council.

Subcommittees

The charter governing council may establish subcommittees to perform such duties as shall be prescribed by the charter governing council. No such committee may exercise the authority of the charter council.

Membership:

The co-chairs of the Council shall be the Principal and United Teachers of Los Angeles Chapter Chair. They will automatically be ad hoc members of all committees. Committee membership and participation will be open to any and all teachers, classified staff, parents, students and community members. Committees are the workshops of thought and creativity and meet monthly or as necessary. Committees will select their own chairpersons who will report regularly at the meetings of the Charter Council. All Charter Council subcommittees must have at least one elected charter council member in its membership. Every faculty member is required to select a standing committee in which to participate and will attend meetings as designated by the standing committee.

Officers:

Each standing committee will elect a chairperson annually. The chairperson is responsible for preparing meeting agendas and selecting a member to take minutes. Decision Making: Individual standing committees will utilize consensus for decision-making. If members of the standing committee cannot reach consensus after making a good faith effort a vote will be held and a simple majority will be required to approve any agenda items.

Quorum:

A majority of the members of the committee shall constitute a quorum. The act of a majority of the members present shall be the act of the committee, provided a quorum is in attendance.

Meetings of the Charter Council

All meetings of the Nobel Charter Middle School Charter Council will be held pursuant to the Brown Act.

Meetings:

Nobel Charter Middle School council shall comply with the Brown Act and meet at least 8 times a year. The Council will meet on the first Thursday of every calendar month in the school library from 3:15 to 4:00 p.m.

Notice of Meetings:

Written public notice shall be given of all meetings at least 72 hours in advance of the meeting. Changes in the established date, time or location shall be given special notice. All meetings shall be publicized in the following venues: newsletter, website, and Connect-Ed.

Quorum:

A majority of the members of the charter council shall constitute a quorum. The act of a majority of the members present shall be the act of the council, provided a quorum is in attendance. Alternates do not count for quorum.

Conduct of meeting:

Meetings of the charter council shall be conducted in accordance with the rules of order established by Education Code Section 3147(c), and with Robert's Rules of Order or an adaptation thereof approved by the charter council.

Meetings open to the public are open to the public and members of the school community in accordance with the Brown Act. Members of the public attending the Council meetings will sit at a table apart from the main meeting tables. Members of the public (parents, teachers, community) who are present will be allowed to have input on subjects discussed prior to the Council coming to a consensus. Equal time will be allowed for each person who wishes to speak, not to exceed three minutes. The amount of time allowed will be determined by the co-chairs and announced at the time that public input is invited. A person can give public testimony on items not on the agenda by appearing at a meeting and signing up to speak. Time will be set aside at each meeting for this purpose. Each speaker will be limited to a three-minute presentation and will be allowed to participate in the discussion that follows. Time may be extended if available. If the allotted time for the charter council meeting has been reached, the council shall decide by consensus whether to continue the discussion or to place the item on the next meeting's agenda with the presenter invited to return for the discussion on the item, or the item may be given to the appropriate subcommittee for further investigation.

Agenda procedures:

Agenda item requests must be submitted to either co-chair seven (7) working days before the next publicized meeting to allow for typing and distribution. Time limits for agenda items will be stated on each agenda.

Decision Making:

Each Charter Council decision will require a consensus reached by a quorum of the Council. Quorum will be defined as 50% +1 of the membership. The guiding principle in the decision-making process is and shall be the creation of consensus among the Council's various member constituents. If after a good-faith effort has been made, consensus cannot be reached on an issue brought before the council, a motion can be made to have a vote. When an issue is brought to vote, a simple majority will be required to approve any agenda items.

Amendments

An amendment of the bylaws may be made at any regular meeting of the Charter council by a vote of two-thirds (2/3) of the members present if a quorum has been met. Written notice of the proposed amendment must be submitted to the Charter Council members at least 14 days prior to the meeting at which the amendment is to be considered for adoption. All amendments are subject to District review.