



Bylaws

School Support Council for Fauquier County Public Schools

ARTICLE I - Name

The name of this association shall be the School Support Council (SSC).

ARTICLE II - Object

The object of this association shall be:

- To facilitate communication concerning school division information with parent organizations, parents and the community
- To establish a forum for issues from parents to the council for discussion with the superintendent and the school board
- To ensure that the parent positions on policy and procedures are represented
- To receive complete and accurate information from the school division administration and the school board to schools, parents and community
- To facilitate communication concerning school division policies, programs, procedures with parent organizations, parents and the community.
- To receive complete and accurate information from the school division administration and the school board and disseminate this information to schools, parents and community

ARTICLE III - School Representatives

Section 1. Representatives must be an adult 18 years of age or older and reside in Fauquier County.

Section 2. Representatives are selected by the following process.

- Individuals interested in becoming a representative will submit their name to the school Parent Teacher Organization (PTO)
- The schools' PTO will submit recommended individuals to the school Principal.
- The Principal at each school will select an individual from the list of recommendations from the PTO.

- If the PTO does not have a recommendation or volunteer, the Principal will pursue finding a volunteer to represent the school.
- Each school should have a primary representative and a secondary representative.
- Should the primary representative and a secondary representative, not be able to attend a meeting a proxy may be delegated for attendance.

Section 3. Every year Representatives will be selected by following the above mentioned process.

ARTICLE IV - Officers Section

Section 1. Officers. The officers of this association shall be a Chairperson, an Assistant Chairperson, and Secretary.

Section 2. Term of Office. Officers shall assume their duties upon agreement prior to election. Officers shall serve for a term of 2 year(s) or until their successors are elected. No officer shall serve more than 4 consecutive term(s) in the same office.

Section 3. Vacancy in Office. A vacancy in any office shall be fulfilled by a current representative and elected by the committee. Representatives interested in filling the vacant position will submit their name to the Chairperson (if Chairperson is vacant then names will be submitted to Assistant Chairperson), and a majority vote by members will determine new officer.

Section 4. Duties. Officers shall perform the duties provided in this section and such other duties as are prescribed for the office in these bylaws.

A. Chairperson shall; 1. preside at all meetings of the council and the board of directors; 2. fulfill such other duties as may be assigned by the school superintendent or the Student Support Council.

B. The Assistant Chairperson 1. perform the presiding duties of the chairperson in the absence of or at the request of the chairperson; 2.

fill the unexpired term if a vacancy occurs in the office of chairperson; and 3. fulfill such other duties as may be assigned by the Student Support Council, school superintendent or the chairperson.

C. The Secretary shall: 1. record the minutes of all meetings of the Student Support Council; 2. be custodian of all documents, association bylaws, 3. conduct correspondence as directed by the council, the school administration, or the chairperson; 4. fulfill such other duties as may be assigned by the Student Support Council, the school superintendent, or the chairperson.

Section 5. Elections.

- A. The officers shall be elected at the last meeting of the current school year.
- B. Nominations may be made from the floor, provided consent has been obtained from the nominee.
- C. Elections shall be by ballot except when there is only one nominee for an office, election may be by voice vote.
- D. The elected officer will resume responsibilities upon agreement prior to election
- E. Officers may be removed from office for nonperformance of duties.

ARTICLE V - Meetings

Section 1. Meetings shall be planned with a minimum of 4 meetings per year at a time and place determined by the school Superintendent.

Section 2. Meetings will be publicized in advance on the Fauquier County Public Schools (FCPS) website and School Support Council social media page.

Section 3. Notice of upcoming meetings will be emailed to active SSC members prior to the upcoming meeting. The meetings will consist of representative collaboration, or speaker forum. Members will be allowed to ask questions of the speaker at the end of each presentation. A copy of any presentation materials will be provided to each SSC member after the SSC meeting and will be posted on the FCPS website and on the SSC social media page.

Section 4. Meetings are open to the public and may be attended by all interested parties. Eight members of the association shall constitute a quorum.

Section 5. Special meetings may be called by the Chairperson or Superintendent

Section 6. Forum. The meetings will consist of a speaker or representative collaboration. Members will be allowed to ask questions of the speaker at the end of each presentation.

Article VI: Accountability

The members of the council are accountable to the constituents they serve and shall:

- 1) Maintain a school-wide perspective on issues;
- 2) Regularly participate in council meetings; missing no more than 2 meetings per school year without sending a substitute representative to the meeting.
- 3) Participate in information programs by attending speaker forums;
- 4) Act as a link between the school council and the community;
- 5) Encourage the participation of parents and others within the school community; and

- 6) Work to facilitate communications between the school population to include parents of students and the school administration.

ARTICLE VII - Parliamentary Authority - The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of this association in all cases to which they are applicable and in which they are not inconsistent with the bylaws of the School Support Council.

ARTICLE VIII – Amendment

Section 1. These bylaws may be amended at any annual meeting of the School Support Council by a two-thirds vote.

Section 2. Amendments will be in effect immediately unless otherwise noted.