

UHS Constitutional Guidelines for Selecting School Council Representatives

ARTICLE III- SCHOOL COUNCIL

A. Membership

1. Pursuant to Arizona State Statutes, a School Council must have an equal number of teachers and parents of pupils who attend the school and who are not employees of the school district. State Statutes also require that the teacher and parent groups together must comprise a majority of the School Council. The Statutes provide that the School Council must reflect the ethnic composition of the local community. The selection of representatives by each of the constituency groups must comply with these guidelines:
2. The School Council membership shall be selected by the following constituent groups

- i. Parent Representatives

The University High School Parents' Association shall select eight (8) parents of pupils who attend University High School who are not employees of the school district to serve as members of the School Council. Selection procedures shall be the responsibility of that Association. A list of parent members shall be presented to the School Council prior to the first week of each term of service to duly confirm the U.H.S. Parents' Association representatives.

- ii. Certified Representatives – Eight (8) Total

The members of the Instructional Council shall select two (2) University High School Department chairpersons who are certified faculty as representatives to serve as members of the School Council

The University high School certified faculty shall select Six (6) at-large certified members of the School council. The election shall be conducted according to procedures set forth in UHS Policy. The Instructional Council shall designate one of its two representatives on the School Council to be responsible for conducting any such election, and following a poll of eligible voters, shall submit the election results to the School Council prior to the first week of each term of service.

- iii. Administrator Representatives

All persons designated as on-site administrators of University high School will have an automatic position as members of the School Council.

- iv. Classified Representatives

The University High School classified staff shall select one (1) at-large University High School classified representative. The election shall be conducted according to procedures set forth in UHS Policy. The Instructional Council shall designate one of its two representatives on the School Council to be responsible for conducting any such election, and following a poll of eligible voters, shall submit the election results to the School Council prior to the first week of each term of service.

v. Student Representatives

The membership of the School Council shall include eight (8) University high students. The selection procedures shall be the responsibility of the University High School Student Activities Board (SAB). SAB will present a list of eight (8) student members to the School Council prior to the first week of each term of service.

vi. Community Representatives

The Board of Directors of the University High School Foundation and Alumni Association shall select three (3) members to serve as community representatives on the UHS School Council. The selection procedures shall be the responsibility of the Foundation/Alumni Association. The list of members shall be presented to the School Council prior to the first week of each term of service.

vii. All voting members, as duly selected representatives of their respective constituent groups, shall have the same rights and responsibilities on the School Council.

viii. No person may be selected from more than one of the aforementioned constituent groups for purposes of membership on the School Council.

UHS Policy Guidelines for Selecting School Council Representatives

Section III.G. - Election Procedures for Faculty / Staff Positions on the School Council.

III.G.1. The Instructional Council shall designate one of its School Council representatives to conduct the faculty/staff at-large elections.

III.G.2. The representative will send out self-nomination forms to eligible faculty and staff of UHS.

III.G.3. The representative will create a ballot with the names of the eligible faculty / staff persons who nominated themselves for a position on the UHS School Council.

III.G.4. The representative will distribute the ballot to eligible UHS faculty / staff voters.

III.G.5. The representative will count the ballots and announce the persons who earned positions on the School Council. (Vote totals will be made available upon request.)

III.G.6. In the event that an election has not been contested, (i.e. eight (8) open positions and eight (8) candidates), those nominating themselves will be declared the winners of the position(s) on the School Council.

III.G.7. The representative will preside, if not a candidate for School Council Chairperson, at the first School Council meeting of each fiscal year during the selection of the new School Council Chairperson. (**Res 23-15, 2-14-2012**)

Section VII.I. - School Council Membership.

The Executive Committee supports the continuation of its membership with its current constituent groups at 28 total members. To assure quality representation from the diverse groups that are part of the UHS community, the Executive Committee supports and strongly urges the UHS Parents' Association to select 2 persons of targeted minority background and SAB to select 2 students of targeted minority background when electing / selecting their Executive Committee representatives each year. (**Res 9-25, 11/18/97**)