

Ericson Elementary

10621666006217

Principal's Name: Tina Rodriguez

Principal's Signature: 

The Fresno Unified School District Board of Education approved this plan on: June 2, 2021

Ericson Elementary School School Site Council Bylaws

Article I Name of Council

The name of this council shall be Ericson School Site Council (SSC).

Article II Role of the Council

The SSC shall develop and recommend the school improvement plan including the budgets that support the plan, to meet student academic need. Following approval of a school improvement plan by the school district governing board, the SSC shall review a minimum of one time per year the implementation of the school improvement program and assess the effectiveness of the program with the principal, teachers, other school personnel, and students using the district criteria in Board Policy 6191. The SSC shall annually review SSC bylaws and the school site dress code and make modifications to the school improvement plan or budget when necessary. The SSC shall carry out all other duties and responsibilities assigned by the district governing board and any state or federal laws and related codes of the State of California

Article III Members

Section 1: Size and Composition

The SSC shall be composed of 10 members. Alternates shall be elected for the parent representatives and staff representatives.

The needs and resources of the school improvement program require that membership include broad representation of parents and staff, including all socioeconomic and ethnic groups in the school attendance area.

Representation on the SSC shall be: the Principal, representatives of teachers elected by teachers, parents of pupils attending the school elected by such parents or community members residing or working in the school attendance area and selected by parents of children attending the school. The council shall be balanced with five members representing the school staff, teachers in the majority of school staff representatives and five parent members. Parents representative of the SSC may be district employees but shall not be employees at the site.

Section II: Election Procedures

Notices in the major languages represented at the school of the SSC election will be sent home with the student to the parents and staff of the site to solicit any nominations including self-nominations for available representative vacancies. Oral announcements and written announcements detailing the SSC nomination and election process, role of the SSC, meeting dates, and site plan development will be distributed in a four week period and no later than the end of the first quarter using a variety of ways to notify the entire school community prior to the final election ballot distribution.

The Principal shall schedule a public meeting prior to the election to explain the role and responsibilities of the SSC, the schedule for nominations and the SSC election process to encourage broad community involvement. Written notices of nomination including self-nomination opportunities will be posted in prominent places around the campus and the surrounding community to assure community access. Nomination forms will be compiled and carried home by students at least two weeks in advance of the election. Nomination forms will also be available in the school office.

One election ballot per parent or legal guardian or certified caretaker will be carried home with the oldest child in the family for parent/community representative elections. Election polling times will be at times convenient for parents and announced and posted. Polling times will occur over one week's time. Voters will be considered registered and eligible to vote when they are matched to a class roster of students. Parents may request assistance from school personnel to complete the mechanics of voting without undue influence on the vote cast. In a similar manner, each staff member will receive one ballot to elect his or her representatives. Ballots shall be placed in locked, secure box until counted in public view at a duly noticed SSC meeting. Ballots shall be counted and verified by two neutral persons. Results shall be posted and announced for all new SSC members at the same SSC meeting. Nominees will be elected in descending order according to the criteria of highest number of votes. If there is a tie for an SSC representative position a run off vote will be taken as soon as feasible using a similar election process. The results of all SSC elections shall be recorded in the SSC minutes. Ballots shall be retained for the record in the event of disputes.

Section III: Term of Office

All members of the council shall serve for a two-year term. However, in order to achieve staggered membership, one half, or the nearest approximation thereof, of the members representing parents or community members and one half, or the nearest approximation thereof of the members representing teachers and other school personnel, except the Principal, shall serve for a one year term only during the first year of the council's existence. After the first year of the council's

existence, all terms shall be two years in length. At the first regular meeting of the council after elections, a chance method shall be used to determine which members shall serve one-year terms. At the conclusion of the member's term, at least one year shall elapse before such members may be selected to a new term.

Section IV: Member Vacancies

The alternate for the vacant position to be replaced shall fill the vacancy. Replacement of alternates shall also be selected from the election rankings first or by appointment for the remainder of the current school year. If the composition of the SSC falls below legal requirements and no alternatives are available vacancies for the unexpired term may be filled by a new regular election.

Section V: Voting Rights

Each elected representative of the SSC is entitled to one vote and may cast that vote on each formal motion submitted to a vote by the council. The elected alternate shall vote in the absence of the elected representative he or she replaces. Absentee ballots or proxy ballots shall not be permitted.

Section VI: Termination of Membership

Membership shall automatically terminate if a member no longer meets the membership requirements under which elected or is absent without good cause from any regular meetings for three consecutive members. A written warning shall be issued to any member who misses two consecutive meetings for no good cause by either the chairperson and/or Principal. The constituency electing a member may petition the SSC with a simple majority of the constituency to suspend or expel a member for just cause.

Section VII: Transfer of Membership

Membership in the SSC is not transferable or assignable.

Section VIII: Resignation

Any member may resign by filing a written resignation with the Principal. The written resignation shall become a part of the SSC records in the event of a dispute.

Section IX: Vacancy

Any vacancy on the council shall be filled for the remainder of the school year by appointment by the chairperson. The chairperson shall, make every attempt possible with the help of the Principal, to select a replacement based on the ranked election results from the previous SSC member election. Replacement

alternates shall also be selected from this list. In the event this is impossible the chair shall be provided a list of possible replacements that reflect the constituency of the departed member. If the unexpired term is for another school year thereafter, the term for that year shall be filled by the regular election process described in Section II above.

Article IV Officers

Section I: Officers

The officers of the SSC shall be a chairperson, vice chairperson, secretary, and other such officers, as the council may deem desirable.

Section II: Election and Term of Office

The officers of the SSC shall be elected annually by the elected SSC members and shall serve for one year or until each successor has been elected.

Section III: Vacancy

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall, by special election, be filled by the members of the SSC for the unexpired portion of the term. The alternate for the vacant position to be replaced shall fill the vacancy. Replacement of alternates shall also be selected from the election rankings first or by appointment for the remainder of the current school year.

Section IV: Chairperson

The chairperson shall preside at all meetings and sign the assurances in the site plan and other communications from the SSC. The chairperson develops the meeting agenda in coordination with the Principal, assigns SSC members to subcommittee work, advances the work of the posted agenda, assures all voices are heard in the SSC and develops skills in meeting management with the assistance of the Principal. The chairperson facilitates the meeting using Robert's Rules of Order.

Section V: Vice Chairperson

The vice chairperson shall represent the chairperson in assigned duties and to substitute for the chairperson during his or her absence.

Section VI: Secretary

The secretary shall with the assistance of the Principal keep factual, true and accurate minutes of all SSC meetings and shall transmit the copies of the minutes to each of the SSC members. The secretary shall also keep a current list of all SSC members with role, name, address, phone number and start and end dates of terms. The secretary shall keep all copies of information distributed at the meetings attached to the meeting agenda and minutes and give them to the Principal for distribution and storage.

Section VII: Parliamentarian

The SSC may elect a Parliamentarian or ask a neutral, non-elected community member to serve as a Parliamentarian to resolve questions of procedure using Robert's Rules of Order. Non SC members serving in this role hold none of the responsibilities or privileges of duly elected SSC members.

Section VIII: Principal

The Principal is a voting member of the council. He/she provides information and leadership to the council and administers the school level activities in the single plan for school improvement. The Principal works with the SSC to assure the single plan for student achievement is legal, based on student achievement data and student needs and is monitored for implementation and effectiveness. The Principal shall consult with the SSC secretary in advance of the meeting to assure minutes are accurate and available and to assure that the SSC membership continues to be duly formed. The Principal shall oversee the public position of the agenda. The Principal shall keep all SSC meeting documentation and correspondence in an organized manner and assure all SSC documentation is available to the public on request. The Principal shall assure that all SSC members are appropriately trained to fulfill their roles and responsibilities.

Ericson Elementary School

Title I Parent and Family Engagement Policy

School recognizes that parents are their children's first and most influential teacher and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment.

School, with input from their Title I parents, has developed and distributed the Title I Parent and Family Engagement Policy. The policy includes four dimensions:

- Policy involvement
- Shared responsibilities for High Academic Achievement
- Building capacity for involvement
- Accessibility

This policy will be updated annually to meet the changing needs of parents and the school.

Policy Involvement

- School will convene Title I Parent Meetings to review, revise and comment on the following items:
 - Site level Parent and Family Engagement Policy
 - School Parent Compact
 - **School Plan for Student Achievement (SPSA)**
 - Title I requirements, involvement rights, and programs offered at the site
 - State adopted ELA/Math curriculum, academic assessment tools and proficiency levels of student achievement at the site
 - Parent survey results related to the academic programs and learning environment at the site
 - Parent involvement opportunities for helping children succeed
 - Parent recommended meetings with flexible dates and times supported by funding for transportation, childcare and/or home visits from Home School Liaisons when available.
 - Parent requested meetings related to the educational decisions for their children

Shared Responsibilities for High Student Academic Achievement

- Staff/Student/Parent Compact – the jointly developed School-Parent compact will identify staff-parent strategies that best support student academic achievement. This compact will be widely distributed to all students, staff and parents of Title I students. The Compact describes and defines the following:
 - The school's responsibilities in providing high quality curriculum and instruction in a supportive learning environment
 - Parent and student responsibilities promoting improved academic learning
 - Effective and ongoing communication methods between parents and teachers

Building Capacity

- During Back to School and Parent Conferences teachers will inform parents about curriculum content, achievement standards, assessment results and monitoring student progress
- Parents will be provided with requested training and materials helping to improve their children’s achievement
- Teachers and other staff members will be trained on working with parents as equal partners and building ties between parents and the school
- Teachers will inform parents and students about individual goals based on local and state assessment results
- School will provide opportunities for parents to volunteer and participate in their child’s classroom.
- Parents will be encouraged to participate in school activities through memos, weekly letters, surveys, email, phone and flyers. Information will be provided in a language and format parents can understand.
- **School will offer a flexible number of meetings to encourage parent participation.**
- Examples of programs and activities at Ericson that encourage parent participation in the education of their children, include the following:

- ◆ *English Language Advisory Council ELAC*
- ◆ *School Site Council SSC*
- ◆ *District Sponsored Kids First Festival*
- ◆ *Parent Training—PIQE, Parent University*
- ◆ *Back to School Night*
- ◆ *Open House*
- ◆ *Parent/Staff Coffee Hour*
- ◆ *Classroom Participation*
- ◆ *Parent Teacher Conferences*
- ◆ *Distance Learning Weekly Parent Update Meetings*
- ◆ *Parent Attendance Meetings*

Examples only:
Refer to site SPSA for specific items

Accessibility

- School will provide opportunities for full participation to parents with limited English proficiency, parents of migrant children and parents with disabilities. School information and required reports will be provided in a format and, to the extent practicable, in a language, such parents understand.

FRESNO UNIFIED SCHOOL DISTRICT
Staff/Student/Parent Compact
Ericson Elementary

Staff Section:

I understand the importance of the school experience to every student and my role as an educator. Therefore, I will voluntarily:

- ◆ Foster/encourage parent/teacher partnerships
- ◆ Receive training in strategies to effectively communicate with parents
- ◆ Teach California adopted grade level standards, skills, and concepts that provide high quality curriculum instruction in a supportive and effective learning environment
- ◆ Strive to address the individual needs of your child
- ◆ Communicate with you regarding your child's progress
- ◆ Provide a safe, positive and healthy learning environment for your child
- ◆ Communicate homework and classroom expectations
- ◆ Correct and return appropriate work in a timely manner
- ◆ Support your child's primary language and culture
- ◆ Show respect to self and others at all times
- ◆ Provide opportunities for parents to volunteer, participate and observe in child's classroom

Student Section:

I know that my education is important and that I am the one responsible for my own success. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- Attend school every day on time and ready to learn
- Review my class work with my parent(s) weekly
- Return completed homework on time
- Follow school rules and be responsible for my own behavior at all times
- Ask for help when needed
- Show respect to self and others at all times

Parent Section:

I understand that my participation in my child's education will help his/her achievement and attitude. Therefore, I will voluntarily:

- ◆ Foster/encourage parent/teacher partnerships
- ◆ Attend Back to School event, Parent/Teacher conferences, Open House, and other events
- ◆ Encourage my child to engage in reading activities for at least 20 minutes every day
- ◆ Provide a quiet place/time for my child to complete his/her homework
- ◆ Make sure my child gets adequate sleep and has a healthy diet
- ◆ Adhere to the school's homework, discipline, dress code and attendance policies
- ◆ Participate in district opportunities for parenting training
- ◆ Support all elements of the Parent Involvement Policy adopted by the FUSD School Board.
- ◆ Show respect to self and others at all times

***During distance learning, every effort will be made by all stakeholders to maintain communication to support the tenets of Ericson's Staff/Student/Parent Compact**

Student

Date

Parent

Date

Staff/Teacher

Date