

Spring Creek Middle School Community Council Meeting

Agenda for Sept. 14, 2021, 7:00 AM, Career Center

All Are Welcome to Attend!

- School Calendar:
 - ✓ 9/16 - Liberty Card Fundraiser Kick Off
 - ✓ 9/22 - Student Council Packets Due
 - ✓ 9/23 - Student Council Primary Voting
 - ✓ 9/24 - School District Professional Development day (No School for Students)
 - ✓ 9/27 - 10/1 - Book Fair
 - ✓ 9/28 - Catch-up Assembly (Outdoor Games)
 - ✓ 9/30 - School Picture Re-Takes
 - ✓ 9/30 - Student Council Final Voting
 - ✓ 9/30 - Parent Teacher Conferences 3:30 - 6:30 PM
 - ✓ 10/1 - Parent Teacher Conferences 8:00 - 11:00 AM (No School for Students)

- ✓ District Items
 - Training
 - 10/6 6:00 PM (Online Zoom Meeting)

- ✓ School Items
 - Election of Community Council
 - Elect Chair *Parent*
 - Elect Vice-Chair *Parent*
 - Elect Secretary *→ faculty or parent*
 - Establish Council
 - Meeting Times (has been 2nd ~~Monday~~ *Tuesday* of each month @ 7:00 AM)
 - Adoption of Rules of Order *Tuesday*

- ✓ Trustlands
 - Video
 - <https://www.youtube.com/watch?v=mfmplcligsA&t=8s>

- Safe Technology & Digital Citizenship
 - Overview

- Other Items
 - Look for Email from support@utah.gov welcoming you to School Community Council

- Welcome & Introductions of those online and in-person attendance.

Blair Powell, Aaron Brugh, Matt Southam, Michael Pate, Thayne Weston, Stephanie Albiston, and Randall Bagley.

- Calendar items (nice to know on the agenda not required.)

- Chrome books and security system / cameras purchased with Liberty Card money.

- Book Fair : Media Center

- Catch up Assembly : Gives teachers opportunity to intervene w/ students

While providing outdoor activities for those students who are all caught up.

- Do School Community Council chair & vice chair voting & set up at this meeting.

- 2 more positions available for parents.

- Training for School Community Council 10/6 room meeting at 6pm.

- Rules of Order & Procedure sent out in email earlier this week.

- Meetings 2nd Tuesday of each Month @ 7am.

- Greg Barkley joined to help w/ chair & vice chair voting.

- Blair covered chair & vice chair responsibilities including biggest issue Trust lends money voting. Advisory of issues / funds then school responsible for implementation.

- Nomination for Aaron Brough for chair made by Blair. Michael moved to close nomination Blair second. vote unanimous.

- Aaron Brown made nomination of Michael Pate, Blair seconded it and Michael moved we closed & Blair second the motion & then voted unanimously.

- Michael suggested we vote to follow suggested outline of policy & procedures given to us today. Blair motion we use rules, voting unanimously.

- Securing motion to keep 2nd Tuesday of each month, they've second unanimous vote.

- watch video on our suggested by Blair. Review discuss at next meeting.

- Jamie Patterson emailed last night → wants to be on the council.

- Armanic talked about after school Academic opportunities M-Fri 3-4:30 bus to take students home. Academic 3-3:50, then 3:50-4:30 fun activity in gym or games.

- Blair talked about Safe Tech.

• Digital Citizenship will be discussed further by those that teach it throughout the year at another meeting.

- Need email addresses from Stephanie & Greg.

- Aaron made motion to end the meeting & Michael 2nd the motion.

- Meeting ended @ 7:38am.

Rules of Order and Procedure

To promote ethical behavior and civil discourse each council member shall:

- Attend council meetings on time and prepared
- Make decisions with the needs of students as the main objective
- Listen to and value diverse opinions
- Be sure the opinions of those you represent are included in discussions
- Expect accountability and be prepared to be accountable
- Act with integrity

Rules of Procedure:

All meetings are open to the public and the public is welcome to attend.

The agenda of each upcoming meeting with draft minutes of the prior meeting will be made available to all council members at least one week in advance, will be posted on the school website and made available in the main office. The agenda will include the date, time and location of the meeting.

Minutes will be kept of all meetings, prepared in draft format for approval at the next scheduled meeting.

The council will prepare a timeline for the school year that includes due dates for all required reporting and other activities/tasks that the council agrees to assume or participate in. The timeline will assist in preparation of agendas to be sure the council accomplishes their work in a timely manner.

The council consists of the principal, 2 school employees who are elected in even years, 1 school employee who is elected in odd years, and 5 parent members, who are elected every year. In the event there is a tie vote in an election, the principal shall flip a coin to determine the outcome. (Size of the council should be determined by the council, but councils are required to consist of the principal, at least one school employee, and at least four parents with a two-parent majority on the council.)

The chair conducts the meetings, makes assignments and requests reports on assignments. In the absence of the chair the vice-chair shall conduct meetings.

The council must have a quorum to vote. A quorum is equal to a majority of council members.

If a parent member is absent from two consecutive meetings, the chair will notify the member that if the member does not attend the next meeting, the council will consider the seat vacant and the remaining parent members will appoint a parent to fill the unexpired term.

Meetings shall be conducted and action taken according to very simplified rules of parliamentary procedure as required in 53G-7-1203(10). Council actions will be taken by motions and voting with votes and motions recorded in the minutes.

Simple Motions of Parliamentary Procedure

Used by some organizations to assist those new to the process

MOTION	DOES IT REQUIRE A 2ND?	IS IT DEBATABLE?	CAN IT BE AMENDED?	IS A VOTE REQUIRED
Adjourn	yes	no	no	majority
Amend a motion	yes	yes	yes	majority
Close nominations	yes	no	yes	2/3
Main motion	yes	yes	yes	majority
Point of Order	no	no	no	ruled on by chair
Previous Question	yes	no	no	2/3
Reconsider	yes	yes	no	majority
Withdrawal of Motion	no	no	no	majority

A **motion** (or an action to be taken by the council) is stated as a motion. Someone else on the council "**seconds**" the motion indicating that at least one other person on the council feels the motion is worthy of discussion. Then the council members may provide **input and discussion** as called upon by the chair. When discussion seems complete **the chair may call for a vote on the motion**. Or when a member of the council "**calls the previous question**" (a motion to end discussion of the first motion), a second is required. Without discussion the chair calls for a vote that must pass by 2/3. If the vote on the previous question fails, the council goes back to discussing the first motion. If the motion to call the previous question passes, the chair directly calls for a vote on the first motion. A vote to call the previous question is usually used to move business along.

- A tie vote is a lost vote.
- Most motions are main motions. A main motion may be amended.
- A point of order is offered when there is some question if procedure had been followed correctly.
- To stop debate or discussion on a motion and force the vote a member would say, "I move the previous question." This requires a second and a 2/3 vote.
- Hasty action may be corrected by use of the motion to reconsider. This motion may be made only by one who voted on the prevailing side.
- A person who made the motion may withdraw the same motion.