



SCHOOL COMMUNITY COUNCIL MEETING MINUTES

Thursday, November 17, 2016

Location: School Library

Time: 5:00 p.m.

IN ATTENDANCE:

Stephanie Southworth

Karen Beebe

Marta Diamond (Visitor)

Sandy Greenwood

Korene Robinson

Markie Harper

Larry Urry

APPROVAL OF 10/13/2016 MEETING MINUTES:

The meeting minutes were reviewed and approved by all in attendance.

APPROVAL OF RULES OF ORDER AND PROCEDURES:

The following Rules of Order and Procedure were presented to the school community council (SCC) and approved.

RULES OF ORDER AND PROCEDURE FOR SUNSET RIDGE MIDDLE SCHOOL COMMUNITY COUNCIL

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.

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

Meetings shall be conducted and action taken according to very simplified rules of parliamentary procedure as required in 53A-1a-108.1(10). Items on the agenda take priority over other discussions coming before the council. Council action will be taken by motions and voting with votes and motions recorded in the minutes.

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 and then, 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.

Attached is a chart that could be used if the council feels they would like to use additional motions of Parliamentary Procedure in their meetings.

SIMPLE MOTIONS OF PARLIAMENTARY PROCEDURE

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

- A tie vote is a lost vote.
- A main motion may be amended.
- Nominations can be closed by saying, “I move to close nominations.”
- Most motions are main motions.
- 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.

ADDITIONAL RULES OF ORDER AND PROCEDURE – DISCUSS ON 1/19/17

Stephanie Southworth proposed one additional rule which the council asked to table until the January 29, 2017 meeting. The rule would state: **Council members who miss 2 consecutive meetings will be contacted by the chair and asked if they still desire to be a member of the School Community Council. Members missing 3 consecutive meetings will automatically be removed from the School Community Council and if needed, a replacement will be appointed by the council using a 2/3 majority rule.**

This rule would ensure the council is able to fulfill its duties. If there are not enough council members at meetings, then a majority is not available to make decisions. At times, a member of the council may feel they have time to serve then find themselves in new circumstances where they no longer have the time and/or capacity to serve. This rule allows the council to continue with its work.

MEETING TIME CHANGE?

Should School Community Council Meetings be moved to 7:00 a.m. or 6:00 p.m. to help with attendance of the members? Over the last three meetings, the council has struggled with attendance. The chair will send an email to all current SCC members to determine if a time change would help council members make it to the meetings.

DATA AVAILABLE TO SCC

Ms. Southworth reviewed the Data Gateway with the SCC. The gateway is available at <https://datagateway.schools.utah.gov/>. The gateway is a great place to look at Sage scores and see possible places where School Trust Lands could help with education gaps. Council members discussed other measures which can be used to decide where to spend trust land funds such as absentee rates, average grades, etc.

DIGITAL CITIZENSHIP

Due to time restraints, the council decided to table this discussion until another meeting. In the meantime, the Chair will send information from the district to the council.

The names of the papers to be sent are:

- Safe Technology Utilization and Digital Citizenship
- Safe Technology and Digital Citizenship – A New Responsibility for School Community Councils

“A REPAIR KIT FOR GRADING” BY KEN O’CONNOR

Mr. Urry gave each councilmember in attendance the book, “A Repair Kit for Grading” by Ken O’Connor. The Council will be discussing this book at the next meeting. Send questions to Mr. Urry. If you haven’t received your copy yet, please stop by the main office for your free copy.

COUNSELING CENTER PRESENTATION

Ms. Harper presented to the council the 8th Grade College and Career Awareness packet and discussed what occurs in the meetings the counselors have with parents and their students.

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She asked the council, “Should there be a 9th Grade College and Career Readiness (C&CR) where items such as Arena Scheduling are discussed?” The council responded they would like that option as long as it was voluntary. Parents who already have older children said they wouldn’t need that information while parents without older children would find a meeting valuable.

Other questions she asked the council to consider:

- What activities would parents like the counseling center to do with students?
- What would parents like to see in a 9th grade C&CR meeting?

ADJOURNMENT

The meeting then adjourned.