

**BYLAWS
OF
ASCENT CLASSICAL ACADEMY OF DOUGLAS COUNTY
SCHOOL ACCOUNTABILITY COMMITTEE
DOUGLAS COUNTY SCHOOL DISTRICT RE.1**

Article I

Name

The name of the School Accountability Committee shall be “Ascent Classical Academy of Douglas County School Accountability Committee,” hereinafter referred to in these Bylaws as the “SAC.”

Article II

Purpose of the Committee

The state of Colorado requires each school to have a School Accountability Committee (SAC) consisting of parents, teachers, and community members charged with advising the administration on the improvement of the school. The SAC is tasked with informing, encouraging, and providing opportunities for parent and community members to be involved in the planning and evaluation of the school’s instructional program and quality improvement processes. The SAC reports to the principal. Final decision-making authority rests with the principal receiving the recommendation from the SAC.

Article III

Duties and Responsibilities

- A. The duties and responsibilities of the SAC are as follows:
1. Review Standardized Assessment Data with school administration – identify areas of needed growth
 2. Review the schools Unified Improvement Plan (UIP) developed by the school administration to address needed areas of growth
 3. Administer Parent Satisfaction Surveys – report results and SAC recommendations the Ascent Classical Academy Board of Directors.
 4. Report, at least annually, to the Ascent Classical Academy Board of Directors, on the educational performance of the school and provide data for the appraisal of such performance.
- B. Duties and responsibilities of the SAC shall not include:

1. Personnel issues, including hiring or evaluation of individual staff members.
2. Individual student discipline issues.
3. Any issue dealing with a specific student, staff member, or parent.

Article IV
Membership

- A. **Composition.** There shall be at least six voting members as follows:
1. Principal – The principal of the school or the principal’s designee.
 2. Teacher – One teacher who provides instruction at the school.
 3. Parents - At least three parents or legal guardians.
 4. Community – At least one person who is involved in business or industry in the community
- B. **Employment Limitation for Voting Members.** No more than three voting members (the principal, the teacher representative, and one other) may be employed by the District or be relatives of an employee of the District. “Relative” includes a person’s spouse, son, daughter, sister, brother, mother or father. “District employee” includes anyone who is a W-2 employee of Douglas County School District RE-1.
- C. **Terms of Members.** Members shall serve a three-year term.
- D. **Vacancies.** Any vacancy to an appointed position shall be filled by the Principal. In filling a vacancy, the Principal shall assure that the composition required in Section A., above, is maintained.
- E. **Resignation.** Any SAC member may resign by giving written notice to the Chairperson or Recorder of the SAC. The resignation of any SAC member shall take effect upon receipt of notice thereof or at such later time as shall be specified in such notice; and, unless otherwise specified therein, the acceptance of such resignation by the SAC shall not be necessary to make it effective.
- F. **Removal.** Any SAC member who is appointed shall be removed upon a conviction, deferred sentence, plea of guilty, or plea of nolo contendere to any offense which constitutes any felony or a misdemeanor crime involving unlawful sexual behavior or unlawful behavior involving children. Any appointed SAC member may also be removed for failure to attend three consecutive meetings

without excuse or for reasons deemed sufficient by a three-fourths majority of the SAC's voting members, not including the member who is subject to the removal vote.

Article V
Meetings

- A. Regular Meetings. Regular meetings of the SAC shall be held at least quarterly.
1. A meeting schedule will be established during the first SAC meeting of the school year. Meetings shall be scheduled at a time to allow for maximum parent and community involvement.
 3. Because the meetings are open to the public, no confidential information shall be discussed (e.g. disciplinary policy may be discussed, but a specific instance or enforcement of the policy may not be discussed).
 3. Subcommittees may be established to meet outside of SAC meeting times to research or study a topic to be reported back to the SAC during a regular meeting.
- B. Special Meetings. Special meetings may be called by any officer of the SAC, with a minimum of five days' notice given to all SAC members.
- C. Notice of Meetings. Unless otherwise specifically provided, regular and special meetings shall be preceded by written notice, posted at the school or on their website at least 24 hours in advance. The notice shall include the meeting time, location, a description of any matters for which member action may be requested, and a description of the purpose or purposes for which the meeting is called.
- D. Waiver of Notice. When notice is required to be given to any SAC member under these Bylaws, a waiver in writing signed by the person entitled to that notice, whether before or after the time stated therein, shall be the equivalent of giving such notice. Furthermore, attendance at any meeting shall constitute a waiver of notice unless the member attends solely to object that the meeting has not properly been called.
- E. Agendas and Minutes.
1. Proposed agenda items are to be submitted to the chairperson at least ten working days before the meeting. The SAC may modify the agenda during the meeting, elect to address the topic in the future or decide not to address the topic at any meeting.
 2. Meeting minutes shall be produced and distributed to members for feedback prior to the next scheduled meeting. Minutes shall be publicly

available following each meeting, after they have been reviewed by the committee.

3. As provided by law and in Article III of these Bylaws, the SAC shall meet at least quarterly. Reference: C.R.S. § 22-11-402(1)(d)

F. Attendance.

1. Members:

- a. Members shall contact the chairperson or principal if unable to attend a meeting.
- b. Members who fail to attend three consecutive meetings are subject to removal in accordance with Article IV, Section G.

- G. Compliance with Colorado's Open Meetings Law. All meetings shall be open to the public with meeting time and location posted in compliance with Colorado's open meetings law, C.R.S. §24-6-401 et seq. Additionally, minutes of any meeting shall be open to public inspection in accordance with Colorado's open meetings law, C.R.S. § 24-6-401 et seq.

CERTIFICATE OF BYLAWS I HEREBY CERTIFY that the foregoing are the Bylaws that were adopted by the SAC on the _____ day of _____, 20__ . _____ Chairperson