ARTICLE I: PHILOSOPHY AND PURPOSE

Section 1: Mission Statement

We value:

- A curriculum that encompasses an integral sphere of core knowledge as it prepares our students to be life-long learners and productive citizens in a multicultural society. This curriculum is:
  - Student-centered
  - Integrated throughout all subjects
  - One that incorporates technology and higher-order thinking skills, and
  - Uses alternate forms of teaching and assessment to match various learning styles.

- Acceptance and appreciation of others, including cultural diversity, through self esteem enhancement, which fulfills the social, physical, and emotional needs of each individual.

- Preparing our students, staff, and parents to be empowered decision makers striving for academic excellence in a cooperative spirit.

- A learning environment that is safe, clean, and orderly.

- Our staff members as professionals and life long learners.

Section 2: Purpose Statement

The district’s position with restructuring and site governance teams is “for the purpose of enhancing student achievement. The sole reason to move the focus of control to the Site Governance Team is for the improvement of the instructional program.

ARTICLE II: COMPOSITION OF SITE GOVERNANCE TEAM STAKEHOLDERS

Section 1: Composition

In alignment with SDUSD and SDEA, stakeholders will represent the following composition: 50% certificated staff, 35% parents and/or community members, and 15% student(s) and classified staff member(s), and 1 principal. The SGT composition is as follows:

- 4 Certificated Staff
- 1 SDEA Representative
- 1 Principal
- 3 Parents
- 1 Classified Staff Member
- 1 Student (ASB Student)

Section 2: Support Personnel

One (1) secretary to take minutes.
ARTICLE III: TERMS OF SERVICE

Section 1: Certificated members will be elected by certificated staff. The 4 certificated members will represent entire certificated staff, equally divided alphabetically. In the year 2016-2017 a process for staggering membership will be established. Thereafter, members will serve a two-year term. Each voting member will also designate an alternative.

Section 2: Recall procedure will be made when a petition is signed by two-thirds majority of the constituency effected.

Section 3: Every representative needs to have an alternate in the event that the representative can’t make it to the scheduled meeting.
   a) If the member is not available and the alternate is not available, a written response to the Chair must be made concerning any voting items and also inform the Chair of the lack of physical representation at the meeting.
   b) Written response needs to be sent to Chair 1 day ahead of the meeting that will be missed and the Principal and General Secretary need to be cc’d.
   c) The Chair will cast the vote of the missing member if the Chair has been informed in this fashion.

ARTICLE IV: SCOPE OF AUTHORITY

Section 1: The charge for the restructuring efforts of our governance team is to improve instruction for all students. The Site Governance Team shall generate or consider new programs brought to its attention by any stakeholder who recommends changes in existing programs. The Site Governance Team will have a working knowledge of budget and other resources which affect instructional programs.

Section 2: It shall remain the authority and responsibility of the principal to insure that all state laws, district procedures and contractual agreements are followed at all times by the stakeholders. The principal’s authority is vested by the Board of Education, the Education Code, the principal’s job description and she/he remains accountable to the school.

Section 3: It shall be the responsibility of the Site Governance Team to collaborate with the principal to implement district policy and State/Federal mandates.

Section 4: It shall be the responsibility of the Site Governance Team to implement the articles of this document.

Section 5: It shall be the responsibility of the total school staff to implement Site Governance Team decisions.

Section 6: It shall be the responsibility of the community to support the policies of the school.

Section 7: The Site Governance Team will make recommendations regarding site position criteria for administration openings and will determine representation on paper screening and interview panels to the Board of Education for all administrators new to the site.

Section 8: The Site Governance Team may create committees.

ARTICLE V: DECISION-MAKING PROCESS

Section 1: Public Comment
Beginning 2016/2017 school year, the first ten minutes of SGT meetings will be open to public comment, 2 minute limit per speaker. Sign-up sheet will be available in meeting room ten minutes before meeting starts. First come, first served. Maximum of five speakers.

**Section 1:** No decision will be made without a quorum. A quorum is 6 of 11 members.

**Section 2:** Decisions of the Site Governance Team shall be made by consensus.

**Section 3:** Failing to reach consensus, the Site Governance Team will put issues to a vote of the elected team. Failing a two-thirds (2/3\textsuperscript{rd}) vote of the Site Governance Team the issue will be presented and then put to a vote of the stakeholder groups. A simple majority will be needed for approval.

**ARTICLE VI: RESPONSIBILITY OF COMMITTEES**

**Section 1: Staffing Committee**

a) Staffing Committees composed of administration, department/grade level chairperson(s) or teachers of the department where the vacancy exists will be convened as needed. A classified member may participate if the vacancy occurs in a non-classroom position. A staffing committee will be part of the selection process of all teachers and certificated support positions new to the site. This committee will make recommendations to the principal for vacant positions.

b) At the conclusion of the Post and Bid process, if it is impossible to assemble a Staffing Committee due to long term vacations and/or limited time constraints regarding the filling of a vacancy, the principal will assemble staff members available at the time of the interview and complete the staffing process. This modified selection process applies only to teacher and counselor positions, not administrative positions.

c) Staffing Committees for classified clerical positions composed of the principal, a department representative where the vacancy exists and the general school secretary will be convened as needed.

d) Staffing Committees for custodial positions composed of the principal and the Building Services Supervisor will be convened as needed. A Staffing Committee will be part of the selection process of all custodial personnel new to the site. This committee will make recommendations to the principal for vacant positions.

e) **Section 2: Other Committees**

The Site Governance Team may convene other committees as needed.

**ARTICLE VII: RATIFICATION OF SITE GOVERNANCE DOCUMENT**

Prior to becoming official, the contents of this document are subject to two-thirds (2/3\textsuperscript{rd}) ratification by current governance team.

**ARTICLE VIII: AMENDMENT PROCESS**

The Site Governance Team may amend any portion of this document by recommending such changes to the stakeholder groups. A two-thirds (2/3\textsuperscript{rd}) vote within each stakeholder group of those who choose to vote will be required to amend.

**ARTICLE IX: VOTING PROCESS AND PROCEDURES**
All elections will take place on the Challenger campus.