

Bylaws of Local School Council

Article I - Name and Authority

Section 1. Name. The name of the Local School Council for the Ted Lenart Regional Gifted Center attendance center shall be the Lenart Local School Council (hereinafter "LSC").

Section 2. Offices. The LSC shall maintain its offices and records at 8101 South LaSalle Chicago, Illinois, 60620.

Section 3. Authority. The LSC is a Local School Council organized under the authority of the Illinois School Code.

Article II – Governance

These Bylaws, the applicable rules and regulations of the Chicago Board of Education and the Illinois School Code shall govern the operation of this LSC.

Article III – Purpose

The purpose of the LSC shall be to carry out its responsibilities pursuant to the Illinois School Code and Board Rules and to improve the quality of education at the attendance center.

Article IV - Basic Policies

The following are basic policies of the LSC:

- a. The LSC shall be noncommercial, nonsectarian, nonpartisan, and nonpolitical.
- b. The name of the LSC shall not be used in any manner to suggest LSC approval or endorsement except in those instances where the LSC has considered a matter over which they have been granted authority to act and affirmatively approved by a majority vote of its membership. Nothing in this Article shall prohibit an LSC member from giving their independent endorsement. Any LSC member using their name for an independent endorsement shall so indicate in the endorsement. Nothing contained in this Article shall be construed to restrict the constitutional rights of an individual who is a member of the LSC.
- c. The LSC will not devote or allow the use of its resources for the publication and distribution of statements or campaign material, in any political campaign on behalf of or in opposition to any candidate for public office.
- d. Neither the LSC nor any of its members acting in their official capacity as members of the LSC shall directly or indirectly use or allow the use of any of its resources in any campaign for Local School Councils on behalf of or in opposition to any candidate for a Local School Council.
- e. No member of the LSC or of an LSC committee shall take or receive either directly or indirectly, any money, or thing of value that is to serve as a means of influencing their action in their capacity as a member of the LSC or an LSC committee. No member shall solicit, accept, or agree to accept for

personal gain any direct or indirect favor, gift, loan, free service, gratuity, entertainment, or other items of economic value if the donor has or is seeking to obtain contractual or other business or financial relations with the Board or with the LSC; has interests that may be substantially affected by the performance or nonperformance or the member's duties on the LSC; or is attempting to reward or influence the member's impartiality or give that appearance.

These prohibitions do not preclude: (a) acceptance of unsolicited advertising or promotional material of nominal value; or (b) acceptance of food, entertainment, and refreshments of nominal value of infrequent occasions in the ordinary course of a meeting, inspection tour, or training session in which the member is properly in attendance.

f. The LSC shall, to the maximum extent allowed by the law, participate in the decision-making process to improve the quality of education for the students of the school.

Article V – Membership

Section 1. General Powers. The affairs of the LSC shall be managed by its members.

Section 2. Number, Tenure and Qualifications. The LSC shall be composed of eight (8) elected members, two (2) teachers appointed by the Board, one (1) non-teaching staff appointed by the Board, plus the principal of the attendance center. Each member shall hold office until the end of their term of office, until their death or resignation, or until their removal in accordance with the Illinois School Code. The eight (8) elected members of the LSC shall consist of (i) six (6) parents of students currently enrolled at the attendance center, who are not employees of the Board of Education; and (ii) two (2) community residents residing within the attendance area or voting district of the attendance center, who are not employees of the Board of Education and who have no children attending the school; plus there shall be (iii) two (2) teachers employed at the attendance center and one (1) non-teaching staff employed at the attendance center who shall be appointed by the Board of Education following an advisory non-binding referendum of staff.

The principal of each attendance center shall serve on the LSC and exercise those powers allowed by statute.

Section 3. Nomination and Election. The LSC shall conduct elections for LSC membership in accordance with the provision of the Illinois School Code and the guidelines and procedures adopted by the Board of Education to ensure fair and equitable elections. The LSC shall not adopt or use any other election guidelines or procedures.

Section 4. Term. Members of the LSC shall serve for a term of two (2) years. Any LSC member who wants to resign from the LSC during her or his term shall submit a written resignation to the LSC. Any LSC member who loses their eligibility to serve shall resign or be removed in accordance with Board of Education Rule 6-28, Board Rule 6-29, or Board Rule 6-30.

Section 5. Dues. There shall be no obligation for any member of the LSC to pay dues or any type of membership fee.

Section 6. Compensation. Members of the LSC shall serve without compensation and without reimbursement of any expenses incurred in the performance of their duties, except as may otherwise be provided by the Board of Education.

Section 7. Vacancies. In the event a vacancy occurs during a parent or community member's term for whatever reason, the LSC shall appoint a person otherwise eligible for election to the vacant position to serve on the LSC for the remainder of that member's term. In the event that less than the minimum number of parent or community persons eligible are elected to the LSC at a regular LSC election, the LSC shall appoint eligible persons to serve as members of the LSC for terms consistent with the terms held by the elected members of the LSC.

Section 8. Organizational Meeting. The organizational meeting of the LSC shall be held no sooner than July 1 and no later than July 14 of each year. At the organizational meeting, the LSC shall elect a parent member as its chairperson, vice chairperson, secretary and Freedom of Information Act officer from among its members, each to serve terms of a one-year term. The time and place of the LSC's regular meetings shall be convenient to the public.

Section 9. Regular Meetings. Regular meetings of the LSC shall be held on an annual schedule determined by the LSC at its organizational meeting. The time and place of such meetings shall be convenient to the public. The LSC may only take action during regular meetings on items listed on the agenda. The order of business at each council meeting shall be determined by meeting agenda, which shall be adopted by the council as its first order of business.

Section 10. Special Meetings. Special meetings of the LSC may be called by the chairperson or by four (4) members by giving notice, specifying the time, place and purpose of the meeting. The LSC may only take action during special meetings on items listed on the agenda. Notice of special meetings shall be given in accordance with the provisions of Article V, section 12 of these Bylaws and the Open Meetings Act ("OMA"). The time and place of such special meetings shall be convenient to the public.

Section 11. Participation. All LSC meetings shall be open to the parents or guardians of Lenart students and the public (the "participant(s)"), except during closed sessions as otherwise provided in the OMA. Participants may give input at the meetings during the Public Participation section of the agenda. Each participant will first be recognized by the Chairperson and have three (3) minutes to provide their input.

Section 12. Notice. The School Code requires that public notice of LSC meetings be given in accordance with the OMA. The LSC must set a schedule of the time and place of its regular meetings at the LSCs first organizational meetings and publicize that schedule. An agenda must be posted at least 48 hours in advance of holding every regular or special meeting. Items not specifically stated in the agenda may still be considered at the regular meeting however no action (vote) may be taken on items not specifically stated in the agenda at this meeting.

If a change is made in the schedule of regular meetings dates, the LSC must have at least 10 days notice of the change by email and phone. Notice of such change must be posted at the school and on the

websites of the school and LSC. If there is a change to only a single meeting date, then the 10 day notice and publication requirement do not apply.

The LSC must give public notice of any special, rescheduled, regular or reconvened meeting at least 48 hours before that meeting is held. The agenda of the meeting must be included in a public notice. These notice requirements do not apply to reconvened meetings if the meeting was open to the public and either the reconvened meeting is held within 24 hours after the original meeting or an announcement of the reconvened meeting was made at the original meeting and there was no change in the agenda.

In addition to the public notice requirements above, notice of special meetings must also be given to LSC members pursuant to Section 34-2.2(a) of the Illinois School Code.

Section 13. Quorum and Manner of Acting

(a) The LSC may only act when a quorum is present. Seven (7) members constitute a quorum.

(b) The principal shall not be counted for purposes of determining whether there is a quorum present, and shall not have a vote, on any of the following matters:

- Evaluation of the principal;
- Renewal of the principal's contract or the inclusion of any provision in, or modification of, the contract;
- The direct selection of a new principal;
- The determination of names of candidates to be submitted to the Chief Executive Officer for the position of principal; or
- The selection of a principal in cases where the Chief Executive Officer fails or refuses to make a selection after the LSC submits a list of candidates to the Chief Executive Officer.

Generally, except as noted in subsection (c) below, whenever a vote is taken on any measure before the LSC, a quorum being present, the affirmative vote of a majority of the full membership then serving shall determine the outcome of that measure.

(c) Seven (7) affirmative votes are always required, regardless of the number of vacancies on the LSC, for the following actions:

- Selection of a new principal.
- Request to the Chief Executive Officer to approve written dismissal charges against the principal.

(d) Seven (7) affirmative votes are required, regardless of the number of vacancies on the LSC for the transfers of money within funds.

Section 14. Non-functioning LSC Members. A Local School Council member may be removed from the council by a majority vote, if the council member has missed three (3) consecutive regular meetings or five (5) regular meetings in a twelve (12) month period. A vote to remove a council member shall only be valid if the council member has been notified personally or by certified mail, mailed to the person's

last known address, of the council's intent to vote on the council member's removal at least 7 days prior to the vote. The council member in question shall have the right to explain the reasons for their absence and shall be eligible to vote on the question of their removal from the council. An LSC member may be removed pursuant to Board Rules for failure to disclose required criminal convictions and/or for failure to comply with the Ethics Code and/or failure to comply with the training mandate.

Article VI – Officers

Section 1. Enumeration and Qualifications. The officers of the LSC shall be a chairperson, vice chairperson, secretary, Freedom of Information Officer, and such other officers as the LSC may decide to elect from among its members. The chairperson shall be a parent member of the LSC. Each officer shall each serve a term of one year. No member may act as a spokesperson for the Council. Nor may any member take any action, speak publicly or seek assistance or information on behalf of the Council without a majority vote. Should the need arise for a spokesperson, the LSC will choose someone on the Council by majority vote.

Section 2. Election of Office. The LSC shall elect its officers at the organizational meeting of the LSC.

Section 3. Term of Office. The term of office for officers of the LSC shall be one (1) year provided that the term of office for a member who is filling the unexpired term of a vacant, resigned, or removed member shall be the remainder of the unexpired term.

Section 4. Vacancies. In the event a vacancy occurs during an officer's term for any reason, such vacancy shall be filled by appointment in the same manner as provided for the original election of the officer.

Section 5. Chairperson. The chairperson shall preside at all meetings of the LSC. They shall have the authority to call special meetings of the LSC by giving notice to the other members of the LSC in writing, specifying the time, place, and purpose of the meetings and by giving general notice in the manner provided in Article V, section 12. The Chairperson, with collaboration from the Principal and the Council, shall formulate a draft agenda for each meeting and cause that agenda to be posted at the school at least 48 hours prior to the meeting. Subject to the direction and control of the entire LSC, the chairperson shall have general supervision, direction, and control of the business and affairs of the LSC and shall perform all duties incident to the office of chairperson and such other duties as may be assigned to them by the LSC. The Chairperson shall receive and disseminate to the other members all correspondence that comes to the school for the LSC.

Section 6. Vice Chairperson. The Vice Chairperson presides at the LSC meetings in the absence of the Chair. The Vice Chairperson may not sign documents for the Chairperson in the absence of the Chairperson unless the LSC has granted this authority for specific documents by a majority vote. However the Vice Chairperson may sign any transfer of funds voted on by a majority of the LSC if the Chairperson is unavailable or unwilling to sign a document, as mandated by a majority vote of the LSC.

Section 7. Secretary. The secretary shall take and maintain the minutes of and attendance at LSC meetings, as required by law. The Secretary shall also take and maintain official minutes for closed LSC

meetings, although, once approved by the LSC, minutes of close meetings will not be distributed, and LSC members shall be allowed to view them only in the presence of the Secretary.

Section 8. Freedom of Information Act Officer. The Freedom of Information Act (“FOIA”) Officer shall respond to any and all requests for information submitted to the LSC under the Freedom of Information Act.

Section 9. Other Officers. The LSC may elect such other officers as it determines are necessary for the proper operation of the LSC. In the event that such officers are elected, their terms shall expire at the same time that the terms of the chairperson, vice chairperson and the secretary expire, and the LSC shall amend these Bylaws to describe the duties and responsibilities of such other officers.

Article VII – Committees

Section 1. Committee Establishment. The LSC may create such standing committees and special committees from time to time as it determines are necessary for its operation, provided that if standing committees are created, the LSC shall amend these Bylaws to describe the membership, duties, and responsibilities of such committees.

Section 2. Committee Powers Limited. The committees shall have the power to make recommendations to the LSC and such other powers as provided in these Bylaws. The committees shall not have the power to make final decisions concerning the exercise of the powers of the LSC or binding the LSC. All committees created by the LSC are subject to the requirements of the Illinois Open Meetings Act.

Section 3. Standing Committees. The following standing committees are hereby created and duties are assigned herewith as described below. Membership of these committees shall be determined at the Annual Organizational Meeting.

(a) Budget Committee - the Budget Committee will be responsible for studying and making recommendations to the Council regarding the expenditure of funds within the mandate of the LSC, including but not limited to, the monthly budget transfers, internal accounts, and asset disposal. [NOTE: MEMBERS ARE BRENDAN DALEY AND TERESA JOHNSON]

(b) Principal Evaluation Committee - the Principal Evaluation Committee will assist in coordinating the efforts of the LSC in conducting the annual Principal Performance Evaluation and in completing the annual Principal Performance Evaluation Report. The Principal Evaluation Committee will also assist in coordinating the efforts of the LSC in conducting the quadrennial Principal Contract Renewal Evaluation. Further, the Principal Evaluation Committee may assist in scheduling special LSC meetings and feedback sessions or surveys held in conjunction with the completion of the Principal Performance Evaluations. In all instances, the role of the Principal Evaluation Committee shall be subordinate to the role of the LSC and the LSC Chairperson in completing the annual Principal Performance Evaluation and the quadrennial Principal Contract Renewal Evaluation. [NOTE: MEMBERS ARE BRENDA LIENBY AND KARYN LINN]

(c) Communications Committee – the Communications Committee will provide regular updates regarding LSC business, activities, information, decisions, etc. to the Lenart community. The

Communications Committee will serve as a liaison with each grade's room parent(s) and ensure room parents are kept informed of information and decisions made at LSC meetings. [NOTE: MEMBERS ARE STACEY YOUNG AND KATHLEEN DOYLE]

(d) Continuous Improvement Work Plan Committee. The Continuous Improvement Work Plan (CIWP) Committee shall work with the faculty and administration to complete the CIWP every two years. The Committee will also advise the LSC in advance of the required semi-annual reports to the Lenart community regarding progress and problems associated with implementation of the CIWP. [NOTE: MEMBERS ARE SYBIL MADISON-BOYD AND CARL FRALEY]

(e) Parent & Community Engagement Committee. The Parent & Community Engagement Committee(PCEC) will serve as a liaison between the Lenart Parent Community Group (LPCG) and the LSC and will advise the LSC of matters about which LPGC seeks the LSC's support and approval, including fundraising, and vice versa. The PCEC will serve as the liaison to the broader community, ensuring neighboring residents are informed as appropriate of school activities, and soliciting support from the private sector and local businesses for initiatives at Lenart, including grant writing. [NOTE: MEMBERS ARE JOSEPH EDWARDS, STACEY YOUNG, RALPH THOMPSON, AND CARL FRALEY]

Article VIII - Powers and Duties

The power and duties of the LSC shall include:

- Evaluating the performance of the principal, taking into consideration the annual evaluation of the principal conducted by the Chief Executive Officer, or designee, determining whether the performance contract of the principal shall be renewed, and by a vote of seven members, directly selecting a new principal to serve under a 4-year performance contract or to fill a vacancy in the position of the principal within 90 days after the date such vacancy occurs; If unable to directly select a principal, the LSC must submit 3 names to the CEO;
- Executing a uniform principal performance contract and, if necessary, establishing additional criteria to that contract with the principal which shall not discriminate on the basis of race, gender, creed, color, origin, sexual orientation or disability unrelated to ability to perform and which shall be consistent with the Board of Education's Uniform Contract for Principals;
- Approving the School Expenditure Plan prepared by the principal with respect to funds allocated and distributed to the attendance center by the Board of Education and such other powers and duties enumerated in the Illinois School Code concerning the expenditure of State Chapter I funds and lump sum budgeting;
- Making recommendations to the principal concerning textbook selection;
- Advising the principal concerning the attendance and disciplinary policies of the attendance center;
- Approving the Continuous Work Improvement Plan and reporting at least twice a year to the public on progress and problems with respect to implementation of the Plan;

- Evaluating the allocation of teaching and non-teaching staff resources to determine if such allocation is consistent with instructional objectives and school programs as reflected in the Continuous Work Improvement Plan;
- Making recommendations to the principal concerning respective appointments of persons to fill any vacant, additional, or newly created positions for teachers or non-teaching staff at the attendance center;
- Directing the Chief Executive Officer to approve written charges against its Principal on behalf of the Council with a vote of seven (7) members;
- Providing recommendations to the Principal regarding the building maintenance and food service concerns;
- Establishing systematic ways to involve additional, non-voting members of the school community in facilitating the LSC's exercise of its responsibilities;
- Obtaining from the Principal, or other appropriate officials, information that will make it possible for the LSC to fulfill its responsibilities;
- Acquiring training as required by the Illinois School Code;

Article IX - General Provisions

Section 1. Conflicts. Any provision of these Bylaws that conflict with the Illinois School Code, as amended from time to time, shall be null and void.

Section 2. Amendment to Bylaws. These Bylaws may be amended at any regular meeting of the LSC by a two-thirds vote of the LSC, provided that notice and the language of the proposed amendment shall have been given to all members and to the public at least seven (7) days before the regular meeting at which such amendment is to be considered. Prior to the final approval of any amendments to these Bylaws, the proposed amendments must be submitted to and approved by the office of Local School Council Relations.

Section 3. Parliamentary Authority. The rules contained in the current edition of Robert's Rules of Order shall govern the meetings of the LSC in all cases in which the rules are applicable and not in conflict with these Bylaws or The Illinois School Code of Illinois.

Section 4. Contracts. No Board of Education employee, LSC member, or LSC may bind the Board of Education to a contract without the approval of the Board of Education. However, the principal may approve contracts, not to exceed \$10,000, for non-biddable items if the contract is endorsed by the LSC.

Section 5. LSC Member's Presence: Telecommunications. Council members are deemed present for all intents and purposes (including but not limited to speaking and voting) and may participate fully in meetings by speaker phone or similar device if the telephone communication is audible to all LSC members and the audience.

Article X - Fundraising

In accordance with CPS Policy and the LSC Reference Guide, the LSC must approve the following fundraising proposals:

Category 1: Fundraising conducted independently by the school including continuous fundraising activities and concession sales; photographs; school book fairs.

Category 2: Fundraising for the school conducted by the school and a registered external not-for-profit organization where all net proceeds are for the school.

Category 3: Fundraising conducted by the school and a registered external not-for-profit organization where profits are shared.

Category 4: Fundraising conducted exclusively by the registered external not-for-profit organization or parent/friends group that benefits the school or its own organization if the fundraiser is for the school or if the fundraiser is not for the school but uses school property. The LSC will provide guidance on how the funds raised by the registered external not-for-profit organization are spent.

Category 5: Fundraising conducted exclusively for catastrophe victims or other designated not-for-profit organizations if the benefiting organization does not have prior approval of the Board (i.e., United Negro College Fund, the Hispanic Scholarship Fund and Combined Charities).

Category 6: Local School Council Fundraising

In addition to these regulations, the LSC limits its consideration of fundraisers (except for those external fundraisers covered by Categories 4 and 5) to those which benefit the school or that support a class effort that benefits the school or a goal associated with the curriculum. The LSC does not consider fundraisers of a personal nature.

These bylaws are attested to by the following LSC members as being accurate:

Chairperson _____

Vice Chairperson _____

Secretary _____

Date adopted by LSC _____

by a vote of _____ in favor _____ opposed and _____ abstentions.