

- New council members will receive the required training.
 - Experienced council members will choose the type of training needed, or can be trained by 3 hours with new council members.
 - The council will prepare a written request for training, and the board will fund required training as needed.
2. Teacher Members: Teacher council members must possess certification required for their position as a basis for employment in Kentucky public schools of the state with the exception of principals, assistant principals and head teachers. Counselors may serve as a teacher council member. Principals or assistant principals may not serve as teacher council members, nor vote in teacher elections. Itinerant teachers may nominate, serve and vote in our school. (KRS 160.345).
3. Parent Members: The legal definition of parent (KRS 160.345 1.c.) allows biological parents, stepparents, foster parents, or persons who have court ordered legal custody to be nominated or to vote. According to the law, parents who are nominated or who wish to vote must have a child “pre-registered to attend” the school for next year. If a child is in Grade 8 this year and will attend our school next year, the parents of that child would be eligible to be nominated, or vote in the election for next year’s school council. To ensure that parents of incoming students are notified each year, the high school secretary shall send a notice by email to the middle school secretary to be sent home with 8th grade students in time for parents to have an opportunity to nominate, vote or serve. Parents of 12th graders who are exiting our school may nominate but cannot vote for candidates.
- Parent council members cannot be employed in or be related to someone who is employed in the school or in the district administrative offices. An Attorney General’s Opinion (OAG 90-102) says that “relative” as used in this section should have the same definition found in KRS 160.180 and KRS 160.380 that apply to school boards. This means that a parent who is a “father, mother, brother, sister, husband, wife, son, daughter, aunt, uncle, son-in-law, or daughter-in-law” of someone who works at the school or in the district administrative offices could not be a parent council member. Parent members cannot be a board member or a board member’s spouse, nor can they have a business interest in the school.

C. ELECTIONS

1. Parent Members: Parents conduct their own elections as per KRS 160.345. Annual elections shall be conducted each May by the school’s largest parent organization that is formed for the purpose of electing two parent council members and an alternate. Parent elections may be by plurality vote (two parents with the highest number of votes and a third parent with the highest number of votes to serve as the alternate) unless the parent organization requires a majority vote. A representative of the parent organization shall notify the principal in writing of the two parents elected within 24 hours of the final vote, and shall deliver all election materials to the principal the next business day after the election.
2. Teacher Members: Teachers conduct their own elections as per KRS 160.345. Annual elections shall be conducted each May for the purpose of electing all teacher council members on a yearly rotation. Teacher members must be elected by a simple majority (one half plus one) of the number of teachers assigned to the school. The process that teachers may use to elect their representative should address the following areas:
- Nomination
 - Preparation of Ballot
 - Elections
 - Absentee Ballots

- Procedures after First Round Ballots
 - Delivery of election materials to the principal the next business day after the election
3. Term Limits: School council members can serve an unlimited number of terms as long as they continue to meet the eligibility requirements.

D. REMOVAL OF MEMBERS

1. According to KRS 156.132, the commissioner of education may recommend removal of a school council member whom he has reason to believe is guilty of immorality, misconduct in office, incompetence, willful neglect of duty, or nonfeasance.
2. A member of a school council may be removed from the council for cause, after an opportunity for hearing before the local board, by a vote of 4/5 of the membership of the board of education after the recommendation of the commissioner of education pursuant to KRS 156.132. Written notices setting out the charges for removal shall be contained in the minutes of the board and given to the member of the school council. (KRS 160.347)

E. FILLING VACANCIES

If a teacher member of the council resigns or is removed from office, another member shall be elected in a special election held not more than one month after the vacancy occurs. The person elected in the special election shall serve the remainder of the term until July 1, and be eligible for re-election. If a Parent Member of the council resigns or is removed from office, the alternate automatically resumes the seat on the Council and shall serve the remainder of the term until July 1, and be eligible for re-election.

F. TERMS OF OFFICE

The terms of parent and teacher members shall be for one (1) year beginning on July 1 and ending on June 30 the following year. Between the date of the elections and July 1, members-elect are expected to attend all council meetings. A school council, once elected, may adopt a policy setting different terms of office for parent and teacher members subsequently elected, but the terms shall not exceed two (2) years nor may two (2) year terms be consecutive. Term limitations shall not apply for a minority teacher member who is the only minority on the faculty. Annual elections for the following year's terms shall be held during the preceding May on a date set by the council.

ARTICLE IV. DUTIES OF OFFICERS AND COUNCIL MEMBERS

A. ELECTIONS OF OFFICERS

1. Officers shall include Chair, Vice Chair, and Secretary.
2. The vice chair of the school council shall be elected each July by council members and shall serve for one year. Re-election is permitted.
3. Except for the office of secretary, if a vice chair resigns his or her position, the council shall conduct a vote at that meeting to fill the position with another council member.
4. A motion to seek an alternative model allowing a council member other than the principal to serve as chair may be made by any council member at any regular meeting. A majority vote of the full council is required before an alternative model can be sought by the school council. A faculty vote must then be conducted, and the motion must pass by 2/3rds in order to proceed with the model.

B. CHAIR

The principal shall be the chairperson of the school council. Duties of the chair include:

1. Conducting school council meetings