BYLAWS for THE LOCAL SCHOOL BOARD of
THE VOLCANO SCHOOL OF ARTS & SCIENCES
PUBLIC CHARTER SCHOOL
Amended and Approved June 12, 2008

ARTICLE I DIRECTORS

The Board shall be comprised of thirteen (13) directors in the following categories:

- Six Parent Representatives serving two-year terms (staggered so that only three are elected in a given year). School parents vote through the school's weekly newsletter during the months of May and/or June. The new Parent Representatives will be seated at the August Board meeting.
- Two Community Representatives serving two-year terms (staggered so that only one is appointed in a given year). One member appointed annually by a board vote and will be seated at the August Board meeting.
- Two Teacher Representatives serving one-year terms, which are elected by teachers at the start of the school year. The teachers will vote for their representatives the first week of school and their representatives will be seated at the August board meeting. The vote will be overseen by an employee of the school who is not eligible to be a Teacher Representative.
- The Education Director will serve as a member of the Board.
- One Staff Representative, serving a one-year term, who is elected by the staff during the mandatory staff meeting prior to the school start each year. The election will be overseen by an employee of the school who is not eligible to be a Staff Representative. The representative will be seated at the August Board meeting.
- One Student Representative serving a one-year term and elected by students at the start of the school year. The Student Representative shall be elected during August so s/he may attend the September board training and be seated at the September board meeting. The Student Representative may be shared by two students, but will still only represent one vote.

At no time will two members from the same household and/or family be allowed to sit on the Board, with the exception of the Student Representative.

Alternate representatives may be appointed for all but the Education Director's position. The alternates will be appointed from the candidate pool in their respective elections in order of the number of votes received, going from highest to lowest. These alternates will only have voting power during their regular representative's absence. The alternate can vote at any board meeting if the seated member is absent from the meeting and has not given a proxy vote to another board member on the motion before the Board. In addition, if a representative vacancy were to occur, the alternate would fill the position until the end of the term.

Vacancies: The Board shall fill a Community Representative vacancy by a majority board vote. Replacement for all other vacancies shall be selected by the group that the position represents (i.e. parents, teachers, staff and students) if there is no alternate to take the open position. Directors who are selected to fill vacancies shall serve for the remainder of the term of that vacancy.

Removal: By a majority vote of all the members of the Board, the Board may remove any member of the Board with cause.

ARTICLE II OFFICERS

The Board shall select its officers at the August meeting.

The Education Director is ineligible to serve as Board Chair.

The Student Representative is ineligible to serve as an officer.

The Chair of the Board shall prepare and post the agenda, schedule and preside over meetings; and shall have to power to sign board-approved documents and contracts on the Board's behalf.

The Vice Chair shall preside over meetings in the Chair's absence, and assist the Chair in the performance of the Chair's duties.

The Treasurer shall oversee the school's finances and report to the Board.

The Secretary shall take minutes of all meetings and maintain the official records of all pertinent documents.

ARTICLE III STANDING BOARD COMMITEES

The following are board member chaired committees:

1) Finance Committee – to be chaired by the Treasurer and include the Business Manager.
2) Personnel Committee- to be chaired by any board member that is not employed by the school and does not have immediate family/household members that are employed by the school. Any member of the committee that has the above mentioned ties must recuse himself from committee meetings that would affect his/her job position or a family member's job.
3) Facilities Committee – to be chaired by any board member.

ARTICLE IV DUTIES

The duties of the Board of Directors shall be to:

1. Develop school policies and guidelines;
2. Oversee and evaluate the implementation of the school's vision, mission and goals;
3. Adopt the budget and oversee fiscal accountability;
4. Hire and supervise the Education Director, in accordance with all applicable collective bargaining agreements;
5. Evaluate the Education Director's performance, and take appropriate action as needed;
6. Delegate tasks to the Education Director as appropriate;
7. Oversee the relationship between school, community and parents.

ARTICLE V DECISION MAKING

A quorum of the Board shall consist of a majority of members.

The Board shall strive to make decisions through consensus, following Robert's Rules of Order. Action shall require a majority of the Board members present at a meeting at which a quorum is present. All decisions shall be documented in the minutes.

Members may vote by proxy only if an item has been discussed at a previous meeting, and only by doing so in writing, and it shall be noted in the minutes that a proxy vote was made.

Should a decision need to be made between meetings, the Chair shall get the approval of a majority of the members via e-mail and/or phone. The decision and phone/email vote shall be presented at the next scheduled meeting.

All board meetings shall be open to the public. Executive sessions, closed to the public and student representative, shall be held for the following reasons:

1. Discussion of sensitive matters related to an individual's privacy;
2. Personnel issues;
3. Legal issues;
4. Labor negotiations;
5. To discuss items that must be kept confidential pursuant to a state or federal law, or a court order;
6. No Board motions shall be voted on in Executive session.

ARTICLE VI FINANCES

The Board shall designate, by motion, four authorized check signers. Two signers will be from the Board and two will be from the staff of the school. All checks shall require two signatures.

Board members shall not be personally liable for the Board's debts, liabilities or obligations.

ARTICLE VII CONFLICTS OF INTEREST

Any board member who has a conflict of interest or an appearance of a conflict of interest shall promptly, fully and frankly disclose the conflict to the Board. If a potential conflict is deemed to exist, the board member shall not be present during the discussions or deliberations on the issue; shall not attempt to influence the decision; and shall not vote.

No board director shall participate in decision making on any issue where there is an appearance of a conflict of interest. A director of the Board shall not participate in discussions or decision making as a director of the Board regarding individual personnel matters if s/he is the specific subject of discussion.

Parent and community board members are not allowed to receive any form of compensation from the Volcano School of Arts & Sciences.

The minutes of meetings at which such votes are taken shall record such disclosure, abstention, and rationale for approval.

ARTICLE VIII AMENDMENT

The Board may adopt, amend or repeal these bylaws by a majority vote of all the directors of the Board.

ARTICLE IX DEFINITIONS

Parent Representative - Any student body parent or guardian. The Parent Representative must have a student attending VSAS at the time s/he is voted in. S/he may, if willing, complete his/her term even if the student moves out of VSAS.

Community Representative – Anyone that does not have children going to VSAS and does not qualify for any other Board position.
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Teacher Representative – Any HSTA member employee or any employee that has 50% or more of his/her time in a teaching capacity as per his/her job description.

Staff Representative – All other employees that work fifteen (15) hours or more per week and do not fall under the Teacher Representative definition.

Student Representative – Any 5th – 8th grade student.