**FIRST AMENDMENT TO  
THE BYLAWS OF THE CROCKER/RIVERSIDE SCHOOLSITE COUNCIL**

Pursuant to Article VII, as found at page 10 of the **BYLAWS OF THE CROCKER/RIVERSIDE SCHOOLSITE COUNCIL**, this amendment to the bylaws is made as follows:

Section 3, of the bylaws, is hereby deleted and replaced with the following new provisions:

**Section 3: Selection/Election of Members**

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| Elections of council members shall be held each year in **May or June,** depending on the date of  Open House. |
| Annually, the schoolsite council will establish an Election Committee composed of a teacher,  other school personnel, and a parent to oversee the election of council members. |
| Election Committee: The duties of the committee shall be to supervise the election procedure,  to identify nominees on the basis of the nominating procedure, to unseal and count the ballots,  and to declare elected representatives on the basis of the election procedure. |
| The following procedures shall be followed in nominating candidates and selecting/electing  council members: |
| *Teachers:* Teachers will select their representatives at the May staff meeting. Nominations will be taken beginning at the April staff meeting, with the final nominations being accepted one week  prior to the May staff meeting. Voting, by ballot, will occur at the beginning of the May staff  meeting with results posted in the Staff Lounge the day following the May staff meeting. The principal will tally the votes, with the assistance of a member of the Election Committee. |
| *Parent/Guardians:* Nominations for parent representatives shall occur during a two-week period, with the beginning of said period to fall three weeks prior to Open House. A  vote, by ballot, of parents will occur for a one-week period, beginning one day following the  close of the nomination period and ending at the close of Open House. The outgoing parent  representatives and principal will tally the votes within two school days following the close of the voting period, with the results being posted at the school and on the school website immediately  after the vote tally. |
| *Other School Personnel:* Due to the limited number of other school personnel, the Office Manager will serve unless other school personnel express an interest to serve. The principal will speak with  each member in this class to determine their interest in serving. In the event an interest is expressed, a vote, by ballot will occur among this class of individuals during the first week of May, with the results being posted in the Staff Lounge on the same day as the voting. The principal will tally the votes, with the assistance of a member of the Election Committee. |
| Election ballots shall be prepared by the Election Committee with the assistance of the principal and shall be distributed in accordance with above-referenced procedures. |
| In all elections for council members, ties will be decided by lot. |

We, the undersigned, upon an adopted motion and vote of the Site Council hereby confirm and republish the **BYLAWS OF THE CROCKER/RIVERSIDE SCHOOLSITE COUNCIL** in all other respects other than those listed above. All other terms of said bylaws remain in full force and effect.

Adopted and amended on the \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2018.

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Kristina Rogers, Chairperson**

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**W. Daniel McCord, Principal**