

Appendix A. The Basics of Organizing a School Improvement Council

Who Must be Represented on an SIC?

By state law, every SIC must have at least four different types of members: elected parents, elected teachers, appointed community members, and at least one ex-officio member who is the school principal.

An SIC at a school serving grades 9-12, such as a high school or a junior high that includes 9th grade, must also have elected student representatives.

How Many Members Must an SIC Have?

The number of each type of SIC member should be listed in the SIC's bylaws. State law requires that an SIC must have at least the following number of members:

Primary, Elementary, and Middle School SICs:

- at least two elected parents;
- at least two elected teachers;
- half as many appointed community members as the total number of elected members;
- at least one ex-officio position for the current school principal.

High School SICs (or other schools that include grade 9 or above):

- at least two elected parents;
- at least two elected teachers;
- at least two elected students;
- half as many appointed community members as the total number of elected members;
- at least one ex-officio position for the current school principal.

An SIC cannot decide to have fewer members than the number required by law. It can, however, decide in its bylaws to have more members. A school that has a large student population, includes many grade levels, and/or is very diverse may need more members than the law requires in order to ensure all parts of the school community are adequately represented. An SIC should not be so large, however, that it is difficult to manage effectively.

SICs should also remember that there must always be twice as many elected members as appointed members (not including ex-officio members). Therefore, if an SIC increases the number of elected members on the SIC, it will also have to increase the number of appointed community members in order to maintain this ratio.

How Long Do Members Serve on an SIC?

The terms of office for elected SIC members are determined by law:

- parents are elected for a two-year term;⁸
- teachers are elected for a two-year term;