

OAK PARK AND RIVER FOREST HIGH SCHOOL COMMUNITY COUNCIL  
BY-LAWS

ARTICLE I

Name

The name of this organization shall be the Community Council of Oak Park and River Forest High School.

ARTICLE II

Purpose

The purpose of the Community Council shall be:

1. To encourage community and parent awareness of the high school and understanding of school issues and needs.
2. To provide for an interchange of ideas among members of the Council and to provide a forum for discussing community concerns with the Oak Park and River Forest High School administration.
3. To be available to the Board of Education for the purpose of advice, discussion, and study.
4. To be available to the administration in regards to any issue which they might care to bring to the Council for consideration.

ARTICLE III

Membership

1. The Community Council shall consist of forty-five members.
2. Community Council members shall be appointed by the Board of Education (upon recommendation by the superintendent). Nominations for membership shall be submitted to the nominating committee by:
  - a. members of the Community Council
  - b. members of the Board of Education
  - c. high school professional staff
  - d. eighth-grade principals and professional staff
  - e. other interested persons
3. Members shall be chosen for their genuine interest in the community and school affairs. The Community Council membership shall be representative of diverse viewpoints of the High School District, including factors such as socioeconomic status, geographic residence, race and ethnicity, religion, gender, and families with students of varying abilities.

4. Council members serve two-year terms and, with the approval of the nominating committee, may be eligible to serve a second consecutive two-year term provided they have met a minimum attendance standard of 50% in the preceding year, barring extenuating circumstances that have been communicated to one of the co-chairs
5. There shall be no membership fee.
6. Vacancies shall be filled by the Board of Education (see item 2 above) upon nominations from the Chairpersons. The chairpersons shall nominate one person to fill each vacancy so occurring.
7. Ex-officio members shall be the Superintendent and members of the professional staff designated by the Superintendent.

#### ARTICLE IV

##### Officers

The Community Council shall be directed by two Co-chairpersons, one of whom shall be a resident of Oak Park and the other a resident of River Forest, whenever possible.

1. The chairperson serving his or her second year in such position shall preside over meetings of the Community Council.
2. One chairperson shall be elected for a term of two years at each annual meeting.
3. A Secretary shall be elected for a term of one year at each annual meeting, and may be a shared responsibility of Co-secretaries. The Secretary is a distinct role unrelated to future nomination as Co-chairperson
4. The Co-chairperson elected shall have at least two years of membership eligibility remaining at the beginning of his or her term. The Secretary shall have at least one year of membership eligibility remaining at the beginning of his or her term.
5. The term of all officers shall commence in June.
6. The Co-chairpersons shall be ex-officio members of all committees except the Nominating Committee.

#### ARTICLE V

##### Committees

1. The Co-chairpersons may appoint, with the Council's approval, any special or study committee as they deem necessary.
2. The Co-chairpersons shall jointly select members to serve on the respective committees. They will appoint a Nominating Committee by the February meeting.
3. The number of members to serve on a committee shall be determined by the officers.
4. The Nominating Committee shall consist of a chair and four other members. The Nominating Committee shall present its slate of officers at

the March meeting. The slate shall be sent with the notice of the March meeting.

5. In addition, the Nominating Committee shall facilitate the identification and recruitment of new council member candidates.
6. All the committees shall report to the Community Council. The Council's written recommendations and suggestions shall be reported to the Superintendent and a copy sent to the President of the Board of Education. All publicity released by the Community Council shall be released through the same procedures as other school publicity.

## ARTICLE VI

### Meetings

1. Meetings of the Community Council shall generally be held the second Thursday of each month from September through May.
2. The April meeting shall be established as the annual meeting.
3. Special meetings may be called by the Co-chairpersons of the Council, Superintendent, or President of the Board of Education.
4. One-third of the membership shall constitute a quorum for a meeting.
5. A majority vote of those present shall be necessary to act upon a motion.

## ARTICLE VII

### Parliamentary Authority

The rules contained in the latest edition of *Robert's Rules of Order Revised* shall govern the Council in all cases to which they are applicable, and in which they are not inconsistent with the By-laws of the organization.

## ARTICLE VIII

### Amendments to By-laws

Amendments to the By-laws may be adopted at any meeting of the Council by a two-thirds vote of those present, provided that the amendment shall have been submitted in writing to the members not less than thirty days before the meeting, and that notice of the proposed amendment shall be included in the notice of the meeting. Adopted amendments shall be presented to the Board of Education at its next meeting.

Adopted September, 1974  
Amended December 14, 1988  
Amended March 13, 1996  
Amended September 18, 2003  
Amended February 9, 2017