Article I – School Name

Brighton High School Community Council (SCC) Ratified October 7, 2026

Article II – Laws

The SCC shall function under and adhere to the following current laws and statutes:

Utah Code Ann.

- Title 53F-2-404: School LAND Trust Program Distribution of Funds (Contingently effective)
- Title 53G-7-1301-1307: Teacher Student Success Plan
    - 1301 Definitions.
    - 1302 Teacher and Student Success Program created.
    - 1303 State funding distribution.
    - 1304 Program requirements — LEA governing board student success framework — LEA distribution — School allocation — Reporting.
    - 1305 Teacher and student success plans — Plan review and approval.
    - 1306 School improvement oversight — Performance standards.
    - 1307 Teaching Self-Government Skills for Success, Classroom Communication, and Discipline Framework Pilot Program.
- Title 53G-7-1202: School Community Councils. Duties. Composition. Election Procedures and Selection of Members (5/1/2024)
- Title 53G-7-1203: School Community Councils. Open and Public Meeting Requirements (5/5/2021)
- Title 53G-7-1206: School LAND Trust Program (7/1/2025)
- Title 53G-10-S407: Positive behaviors plan – Positive behaviors specialist stipend – Reports. (Effective 5/7/2025)

Utah State Board Rule

- R277-477: Distributions of Funds from the Trust Distribution Account and Administration of the School LAND Trust Program
- R277-491: School Community Councils
- R277-114: Response to Compliance and Related Issues

Canyons School District Policy

- Policy 700.01 – School Community Councils

Article III – Standing Rules

1. In accordance to Utah Code 53G-7-1201(4), SCC membership must have at least six parent/guardian members and at least four school employee members and must have at least two or more more parent/guardian members than school employee members, including the principal.
    1. The number of SCC parent/guardian members for Brighton High School will be 13.
    2. However, if the number of candidates who file for a parent/guardian member position or school employee member position is less than or equal to the number of open positions, an election is not required
    3. If 13 parent/guardian members is not met the SCC shall appoint parent members to the SCC.
    4. There must be four fewer school employee members than the number of parent/guardian members.
    5. Up to two alternates will be selected from the remaining candidates based on the number of votes received. The alternates are encouraged to attend meetings, keeping up to date on the discussions, but do not hold voting privileges.
    6. The number of parent/guardian members of the SCC who are not educators employed by the school district shall exceed the number of parent/guardian members who are educators employed by the school district.
    7. If, after an election, the number of parent/guardian members who are not educators employed by the school district does not exceed the number of parent/guardian members who are educators employed by the school district, the parent/guardian members of the SCC shall appoint one or more parent members to the SCC so that the number of parent/guardian members who are not educators employed by the school district exceeds the number of parent members who are educators employed by the school district.
2. SCC Elections shall be consistent with Subsection 53G-7-1202(5)(b)(iv)(B) that is consistent for at least a four-year period.
    1. Elections for the parent/guardian members of the SCC shall be held prior to the first SCC meeting, but after the start of each school year. R477-491-3(3)(a).
    2. Notification of available SCC parent member seats, election dates and procedure for declaring candidacy for the SCC will be posted electronically by Brighton High School Administration with either registration materials or

sent before the first week of school electronically to all families with registered students, as per 53G-7-1202(5)

3. SCC elections may be conducted by an electronic ballot through a district approved election process that is consistent with the election requirements in Subsection 53G-7-1202(5).
4. Except as provided in Subsection Title 53G-71202(5)(f), a school employee member, other than the principal, shall be elected by secret ballot by a majority vote of the school employees and serve a two-year term. The principal shall serve as an ex-officio member with full voting privileges.
5. Except as provided in Subsection Title 53G-71202(5)(f), a parent/guardian member shall be elected by secret ballot by a majority vote of those voting at the election and serve a two-year term.
6. Terms shall be staggered so that if possible approximately half of the council members stand for election each year. Council member positions open for election each year; Title 53G-7-1202.5(h)
7. A SCC member may serve successive terms provided the member continues to meet the definition of a parent/guardian member or school employee member as specified in Subsection Title 53G-7-1202(1).
8. Each SCC shall elect:
    1. a chair from its parent members; and
    2. a vice chair from either its parent members or school employee members, excluding the principal.
9. See Title 53G-7-1202 for additional information

3. Members, parent and employee, have an expectation of attendance.
    1. If for some reason a member cannot attend, they need to notify the chairman ahead of time to be excused.
    2. If an SCC member misses a total of three meetings during a given school year, they will be counted as resigned and the respective group (parent or employee) may appoint a replacement. If an alternate member from the respective group was selected, their appointment to the vacated seat will immediately be ratified by the SCC if they have actively attended the meetings.
    3. If no alternate is available to serve, the SCC may seek out parents or school employees to be appointed to fill the respective member vacancy if needed to ensure compliance with State Statute. The SCC will need to ratify any new members.

4. A quorum is defined as a qualified majority.
    1. A majority of the members of the SCC is a quorum for the transaction of business.

2. The action of a majority of the members of a quorum is the action of the SCC.

5. The majority of the council must agree to cancel a meeting.
    1. A council may not close any portion of a meeting.
    2. An emergency meeting of a council may not be held unless:
        1. an attempt has been made to notify all the members of the council; and
        2. a majority of the members of the council approve the meeting.
6. All meetings will be conducted using Robert's Rules of Order with an expectation of civil discourse.
    1. http://www.rulesonline.com/index.html
7. The SCC may create subcommittees or task forces to:
    advise or make recommendations to the council; or
    develop all or part of a plan listed in Subsection Title 53G-7-1202(3).
    Any plan or part of a plan developed by a subcommittee or task force shall be subject to the approval of the school community council.
    The SCC may appoint individuals who are not council members to serve on a subcommittee or task force, including parents, school employees, or other community members.
    Each subcommittee must be chaired by at least one elected SCC member, which will report monthly on the committee's progress.
8. Required leadership positions and responsibilities:
    1. Chair
        1. Must be elected from the parent/guardian members.
    2. Vice Chair
        1. Must be an elected member of the council
        2. May be a parent or employee
9. Other positions to be considered by membership include:
    1. Secretary
        1. May be an elected member of the board
        2. If not elected, must be non-voting and ex-officio
    2. PTA Liaison
        1. May be an elected parent member of the committee, or
        2. An ex-officio non-voting member of PTA's choosing.
    3. Counselor –Comprehensive Guidance Plan requires participation on SCC
        1. Who serves from counseling is up to faculty vote.
        2. If not voted on faculty members, may serve as ex-officio, non-voting member.
10. The SCC Chair shall conduct every meeting.(R277-491-5.2(b))
11. Except as provided in Subsection Title 53G-7-1202(3)(b), the SCC shall:

1. create the School LAND Trust Program and LAND Trust plan in accordance with Section 53G-7-1206;
2. advise and make recommendations to school and school district administrators and the local school board regarding:
    1. the school and its programs;
    2. school district programs;
    3. a child access routing plan in accordance with Section 53G-4-402;
    4. safe technology utilization and digital citizenship; and
    5. other issues relating to the community environment for students;
3. provide for education and awareness on safe technology utilization and digital citizenship that empowers:
    1. a student to make smart media and online choices; and
    2. a parent to know how to discuss safe technology use with the parent's child;
4. partner with the school's principal and other administrators to ensure that adequate on and off campus Internet filtering is installed and consistently configured to prevent viewing of harmful content by students and school personnel, in accordance with local school board policy and Subsection 53G-7-216(3);
5. in accordance with state board rule regarding SCC expenditures and funding limits:
    1. work with students, families, and educators to develop and incorporate safety principles at the school; and
    2. hold at least an annual discussion with the school's principal and district administrators regarding safety principles at the school and district level in order to coordinate the SCC's effort to develop and incorporate safety principles at the school; and
6. provide input to the school's principal on a positive behaviors plan in accordance with Section 53G-10-407.

12. Guests may share appropriate input on subjects that fall under the SCC purview, which include:
    1. Encouraging parent engagement and provide meaningful input on school specific issues
    2. Reviewing and understanding data to identify areas where students excel and where they struggle.
    3. Identifying specific academic needs and challenges faced by students in the school.
    4. Developing a School LAND Trust Plan that outlines how funds will be used to address student needs and improve academic achievement. This includes:

5. Defining academic area(s) of focus.
6. Setting specific and measurable goals
7. Establishing measurement tools to assess goal achievement.
8. Outlining action steps.
9. Determining expenditures that support classroom instruction and student achievement.
10. Receiving input from local school community and make recommendations on school related initiatives to the District School Board and Administration. This includes:
    1. District and school programs
    2. School safety
    3. Safe technology use
    4. Digital citizenship
    5. Issues related to community environment for students
    6. Positive Behavior Plan (discuss and note in minutes)
    7. Curriculum

13. Items not to be discussed by the SCC include:
    1. Any personnel issues
    2. Individual student information
14. For a guest patron to bring a topic to the SCC they must contact the Council Chair and ask to be added to the agenda. The SCC may specify time limits for individuals or groups. For any topic brought to the SCC, not on the agenda, the body may then choose to add the topic to an agenda for future discussion. The SCC, as a whole, may invite any person/group to make a longer presentation if desired.
15. These Bylaws will be posted on the SCC page of the school website. Each SCC member will read and agree to abide by the Bylaws as signified on their declaration of candidacy and at the beginning of each school year.