



Guidance for School Governance Councils

Membership and Election Procedures

School Governance Councils (councils) provide a remarkable opportunity for Connecticut schools to engage with families and community members in a partnership to make our schools centers of excellence that prepare all students for success. Councils are intended to represent the diverse interests of the families, teachers, students and community members that make up the school population. *To that end, every effort should be made to engage broad participation in a fair and open council election process.*

The law that created School Governance Councils (Public Act 10-111, Section 21(g)) states that the parents, teachers, students and community members who serve on local councils must be elected in the numbers indicted in the table below. The law, however, does not specify a process for conducting the elections. A School Governance Council should develop bylaws to provide them with guidance for conducting elections and other council business. The development of operating bylaws should begin as soon as possible after a council meets for the first time.

The first councils established will not have the benefit of bylaws to guide their elections because they must be elected before bylaws are put in place. The purpose of this document is to provide guidance to assist schools in conducting the election process for those initial council members. The following pages provide advice on the election process, term length for council members and a sample process and checklist for elections.

School Governance Council Membership and Election Process

The councils consist of 14 voting members plus up to three nonvoting members depending on the type of school involved. The following tables describe the category of membership, the number of members and how they are elected.

Member	Number	Election Process
Parents or guardians of students at the school	7	Elected by the parents or guardians of students attending the school, each household with a student attending the school will have one vote.
Teachers at the school	5	Elected by the teachers of the school.
Community leaders within the school district	2	Elected by the parent or guardian members and teacher members of the council.
School principal or designee (nonvoting)	1	Principal may participate directly or name a designee.

Additional members and election process in high schools:

Member	Number	Election Process
Students, high school council members only (nonvoting)	2	Elected by the school's student body.