Article 1
NAME OF ORGANIZATION

The name of the organization is the Columbus Municipal School District CEC.

Article 2
PURPOSE

A. The purpose of the Columbus Municipal School District CEC is to:
   1) support school improvement efforts of the district
B. The council will not have the powers and duties reserved by law or regulation to the local school board.

Article 3
TYPE OF CEC MEMBERS

The Columbus Municipal School District CEC will be made up of the following representatives:

1) Parents
2) Business Leaders
3) Community Members
4) School/District Liaisons
5) Early Childhood Representatives
6) Higher Education Representatives

ARTICLE 4
ELECTION PROCEDURES

A. Nominations are not required to join the Columbus Municipal School District’s CEC.
B. A complete interest form must be submitted to the CEC, before being named as an official member of the CEC.
C. Annually or when a vacancy exists, the CEC will host a meeting to share information about the CEC and how to obtain an interest form. The interest form will be collected by the CEC in person.
D. Interest forms will be reviewed until the next scheduled CEC meeting. Following the review, newly joined members will be able to participate in the nomination/election process for new officers.
E. The district liaison or designee will be responsible for collecting and counting ballots following all CEC elections.

Article 5
TERMS OF OFFICE

A. The term of membership for an elected CEC member is 2 years.
B. A CEC member may resign at any time by providing written notice to the Chair.
Article 6
CEC OFFICERS

A. The officer positions of the Columbus Municipal School District’s CEC will consist of a Chair, Vice-Chair, Secretary, and Communications Liaison. The term of office for CEC officers is 2 years.

B. In the case of a mid-term vacancy the existing members of the CEC will host a nomination/election to fill the vacant officer position.

Article 7
DUTIES OF OFFICERS

A. The Chair is responsible for leading all CEC meetings. The Chair co-creates meeting agendas with the Vice-Chair. The Chair identifies next steps for the CEC. The Chair must ensure that the CEC publicly reports progress to the community as required in Miss. Code Ann. § 37-18-5.

B. The Vice-Chair leads meetings and assumes the responsibilities of the Chair in their absence.

C. The Secretary sends an agenda at least three days prior to the meeting. The Secretary takes attendance and notes during meetings. Within a week of the meeting, the Secretary sends notes to CEC members.

D. The Communications Liaison is responsible for sharing information about the CEC with the community. The Communications Liaison creates and maintains CEC social media pages and shares information with the larger community.

E. 

Article 8
MEETINGS

A. The first regular CEC meeting of the school year will be hosted within the first month of the academic school year.

B. The CEC meeting schedule will be provided to the public following the first CEC meeting. Meetings will be scheduled based upon the availability of the CEC officers and members, and overall preference of times and dates.

C. The CEC will meet no less than six times per academic school year.

D. All CEC meetings are open to the public, and anyone showing interest in the CEC and its mission will be encouraged to attend.

E. Anyone seeking to be on the agenda at CEC meetings will need to submit a request to the CEC’s District Liaison or designee, a month before the upcoming meeting date.

F. All meetings will be hosted at Brandon Central Office, unless decided upon by the CEC to meet at a different location.
Article 9
CEC DECISION MAKING

A. The CEC will make decisions by consensus. If voting is necessary, a simple majority vote will be sufficient to constitute an action of the CEC.

Article 10
AMENDMENTS

A. The operating principles of the CEC may be amended at any regular CEC meeting by a simple majority vote of its members. Proposed amendments must be placed on the meeting agenda and recorded following the final decision of its members.

Date Approved: April 19, 2023