

LAKE AND PENINSULA SCHOOL DISTRICT

INDIAN EDUCATION PROGRAM PARENT ADVISORY COMMITTEE BYLAWS

Article I: NAME OF THE ORGANIZATION

The name of the organization shall be the Lake and Peninsula School District Indian Education Parent Advisory Committee, henceforth referred to as the "Advisory Committee."

Article II: RESPONSIBILITIES OF THE ADVISORY COMMITTEE

It is the responsibility of the Advisory Committee to ensure annually that Title VI is implemented throughout the Lake and Peninsula School District public schools by:

- a. Adopting bylaws. These bylaws shall include, at a minimum, provisions on the following:
 - i. The selection and duties of Advisory Committee Officers **and establishment of a quorum,**
 - ii. Filling vacated terms on the Advisory Committee,
 - iii. The conduct of Advisory Committee business meetings,
 - iv. Amending the Advisory Committee bylaws.
- b. Participating in the assessment of student needs; identifying challenges; assisting in setting strategy timeframes to monitor implementation and operation of the program.
- c. Developing/revising the mission statement; setting and approving Indian Education program goals and objectives
- d. Participating in the design, operation, and evaluation of the Indian Education program.
- e. On a timely basis, reviewing and approving in writing, before submission to the U.S. Department of Education, the Indian Education project application, for continuation awards, and amendments to the application, including revisions to the project budget and design.
- f. Reviewing, as deemed necessary, the qualifications of, and making recommendations concerning applications for program staff positions.
- g. Making available to the communities copies of the records, such as bylaws, minutes of meetings, and the list of records that are protected by law from disclosure. (186C 1 Fed. Reg. 34 CFR)

Article III: OBJECTIVES

Section I. Mission

The mission of the Lake and Peninsula School District Indian Education Program is to provide culturally-related activities to promote culturally responsive learning environments that supplement and enrich the academic programs of the Alaska Native/American Indian students attending the Lake and Peninsula School District schools.

Section 2. Goals of the Advisory Committee

1. To expand the knowledge base of all students and staff in the Lake and Peninsula School District concerning the rich culture of native peoples.
2. To deepen the understanding of the past in order to create a healthy future for Alaska Native/American Indian students.
3. To promote self-confidence and pride among Native students as they “walk in more than one world.”
4. To involve parents and families in helping students learn more about the native cultures and traditions.

Article IV: THE ADVISORY COMMITTEE

Section 1. Composition of the Advisory Committee

The Indian Education Advisory Committee will be comprised of at least six members, as follows:

- a. Parents **or family members** of Alaska Native/American Indian students enrolled in the Lake and Peninsula School District. **(More than ½ the total advisory committee members must be in this category.)**
- b. At least one Lake and Peninsula School District teacher who is not paid by project funds
- c. At least one eligible secondary Alaska Native/American Indian student representative

Section 2. Officers of the Advisory Committee

The Officers of the Advisory Committee shall consist of a Chairperson (who will preside at all meetings) and a Vice Chair (who will preside in the absence of the Chairperson). **Beginning in the 20-21 school year, the officer position will be for a 3 year term, unless the officer resigns or is removed from his/her position.**

Section 3. Vacancy

The next interested parent, teacher, and/or secondary student **within the same category** will fill an Advisory Committee vacancy **with approval of the current advisory committee membership**. Interested parties should submit a letter of interest to the Advisory Committee for acceptance.

Section 4: Terms/Appointments

The term of advisory committee membership, beginning in school year 20-21, will be 3 years from appointment. Committee members may serve more than one term on the advisory committee.

Section 5: Officer Removal

At the discretion of the Advisory Committee membership, an officer can be removed with or without cause with a majority vote.

Article V: MEETINGS OF THE ADVISORY COMMITTEE

Section 1. Regular Meetings

The Advisory Committee shall meet at least annually at a convenient place to accommodate members, parents and the public. **Parliamentary procedures will be used during committee meetings.** Teleconference meetings may be held, as necessary. Minutes will be maintained as documentation of official business.

Section 2. Notice of Meetings

Scheduled meetings shall be posted through school or public media, indicating date, time and location. All special meetings shall be posted, with written notice, stating the day, hour and location of the meeting, and be delivered personally or by mail/fax/email to each Advisory Committee member not less than three (3) days before the meeting.

Section 3. Quorum

The presence of three members shall be required for the purpose of declaring a quorum to conduct the business of the Advisory Committee.

Article VI: CONFLICT OF INTEREST

Section 1: Any real or perceived conflict of interest must be disclosed. Parties with a conflict of interest will not be allowed to vote on any related matter.

Article VII: RELATIONSHIP OF THE ADVISORY COMMITTEE TO THE PROGRAM DIRECTOR

Section 1: Relationship

The Advisory Committee shall be the **liaison** between the Program Director and the Lake and Peninsula native community.

Sections 2: Responsibilities of Program Director

- a. The Program Director, employed by the Lake and Peninsula School District, shall serve as liaison between the Indian Education Advisory Committee and staff, the school district administration, and the Lake and Peninsula Public School Board.

- b. The Program Director shall provide to the Indian Education Advisory Committee financial and activity reports.
- c. The Advisory Committee shall consult with and request input from the LEA (Local Education Agency) relative to Alaska Native/American Indian student needs, program activities and project modifications.
- d. Upon request of the School Board, the Program Director and/or designee shall attend School Board meetings annually.
- e. The Program Director will be responsible for gathering achievement data, writing reports, and completing the grant application.

Article VIII: AMENDMENTS

These bylaws may be amended or revised at any time by a two-thirds affirmative vote of the members of the Advisory Committee, provided that the amendment is to further carry out the mission and purpose of the Lake and Peninsula School District Indian Education Program as stated previously.

Adoption Date: April 15, 2014

Revised: April 12, 2017

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