

Education Equity Advisory Committee By-laws

BY-LAWS

Independent School District # 709

Education Equity Advisory Committee

ARTICLE I

Name

The name of this Advisory committee shall be the “Education Equity Advisory Committee” hereinafter referred to as EEAC. The committee shall exist by virtue of ~~Duluth Public School Independent School District #709 School Board Policy NO.1070 - Citizens Advisory Committee: General Policy.~~

ARTICLE II

Purpose

The EEAC serves as a strategic advisory body to the Duluth Public Schools and administration, focusing on the pursuit of educational equity. The Committee’s mission is to recognize and address the historical conditions and systemic barriers that limit student opportunity based on race, socioeconomic status, and other social markers.

The EEAC is designed for members dedicated to the intentional elimination of institutional barriers and the active resistance of societal "isms" (such as racism and sexism). By acknowledging and challenging dynamics of power and privilege, the EEAC ensures that equity remains at the forefront of every meeting and recommendation.

~~The purpose of this committee shall be for the Duluth Public Schools to establish and use a Citizens Advisory Committee to provide recommendations and advice on matters of Education Equity to the ISD#709 School Board and district administrative personnel regarding planning, implementation, and/or evaluation of various district initiatives or plans in compliance with MN Statutes and Rules such as the Achievement and Integration Plan, the ESSA Northstar Plan and related policies, procedures, and goals.~~

ARTICLE III

Participants-Members

Section 1. ~~EEAC~~ The Committee shall strive to ~~achieve participation from a~~ reflect the diverse ~~range of perspectives and communities.~~ demographics and lived experiences of the ISD #709

community. Selection of members shall prioritize a balanced representation of geography, race, ethnicity, socioeconomic status, gender identity, and disability status.

~~1.1 EEAC shall remain committed to the pursuit of education equity where the historical conditions and barriers that have prevented opportunity and success in learning for students based on their races, ethnicities, incomes, and other social conditions are fully recognized.~~

~~1.2 The EEAC is intentionally designed for active participants who are committed to eliminating those structural and institutional barriers to educational opportunity.~~

~~Section 2. Participants may be students, families, staff, and community members (individuals, organizations, committees) willing to participate in an advisory capacity where consensus is utilized to provide advice and recommendations on matters of Education Equity to the Duluth Public Schools. District administrators shall be ex-officio.~~

To ensure a holistic perspective on educational equity, the Committee shall consist of representatives from the following groups, whenever possible:

- Parents/Guardians of students currently enrolled in the district.
- Currently enrolled students.
- ISD 709 employees (e.g. teachers, support staff, principals).
- Local college/university students.
- Representatives from local non-profits working with historically marginalized populations and Tribal nations.
- Residents-at-large with a demonstrated interest in educational equity.

~~2.1 It shall be the goal of the EEAC that the Participants shall be reasonably representative of the diversity of the district, always striving for communities of color to be fully represented. The EEAC shall consist of a minimum of 15 members, with a maximum of 30. Membership shall be intentionally designed to include members committed to eliminating structural and institutional barriers to educational opportunity.~~

~~Section 3. The EEAC shall remain committed to the recognition of the negative dynamics of power and privilege present in many of the “isms” of our society (i.e. Racism, Sexism).~~

~~3.1 The EEAC shall actively resist these dynamics and manifestations in all EEAC meetings and matters.~~

~~3.2 The EEAC shall remain committed to building consensus around the pursuit of education equity opportunities and will refer to the Commitment for Equity Framework as stated in school board resolution E-6-18-3555 to guide and support EEAC participation~~

~~1. 3.2A reads as follows: School Board Resolution E-6-18-3555 is
Exhibit 1 attached to the EEAC bylaws~~

Prospective members will apply to be on the committee and a selection committee share review applications and recommend candidates for membership. The Selection Committee shall consist of:

- Two (2) current EEAC members elected by the full committee
- One (1-2) district administrators

~~Section 4. At each meeting, Participants shall sign-in and acknowledge who they represent.~~

~~4.1 All participants will identify whether they are active participants who will be participating in any consensus decision making process.~~

~~4.2 Any participant can choose to not actively participate in the consensus process on any matter by simply identifying this to the group. Review every year, the Committee shall review its current membership against the most recent community demographic data to identify and address any gaps in representation and select new members accordingly~~

~~Section 5. Although there will be Participants of different communities and the school district at each meeting of the EEAC, all meetings and work done by the EEAC would be open and inclusive of all members of the community with passion, concern, and ideas for the district to meet their goals through equitable practices. Terms will be two (2) years, with the option to reapply.~~

ARTICLE IV

Facilitators Member Protection and Non-Retaliation

~~Section 1. There shall be two (2) Co-Facilitators of each EEAC Meeting. The facilitators shall perform the duties prescribed by the bylaws and by the guidelines adopted by the EEAC to meet the goal of each EEAC Meeting (see ARTICLE V Section 1, see ARTICLE II Section 1).~~

~~1.1 The Co-Facilitators shall be nominated and accepted by the active participants at each EEAC Meeting for the following regular meeting.~~

~~1.1a The Co-Facilitators of the EEAC may be participants of EEAC Subcommittees.~~

~~1.2 The Recorder shall be the person that is employed as the Office of Education Equity Office Support Specialist, other contractor, or a nominated active participant. who accepts the nomination for a specific EEAC meeting.~~

~~Section 2. The facilitators shall be nominated, and then shall have accepted the nomination for a specific EEAC Meeting.~~

~~Section 3. The removal of facilitators shall follow the District Code of Conduct for Board/Committee membership~~

All EEAC members shall be free to express their views, cast votes, and participate in committee discussions without fear of retaliation, reprisal, or adverse employment consequences. District employees serving on the EEAC do so in a volunteer advisory capacity separate from their employment relationship. No member shall face professional disadvantage, negative performance evaluation, assignment changes, or other employment-related consequences based on their EEAC participation, votes, or expressed viewpoints. Any concerns about retaliation shall be reported directly to the School Board Chair and Superintendent.

ARTICLE V

Meetings

Section 1. The regular meeting of the EEAC shall be held ~~monthly in a facility that is handicap accessible~~, regularly as determined by the committee in a facility that is ADA compliant, unless otherwise ordered by the Independent School District #709 School Board or Superintendent.

1.1 ~~The goal of each EEAC Meeting shall be to create two (2) specific items:~~

~~1) List of a maximum of four (4) Informational Items (by Consensus of active participants in attendance)~~

~~2) List of a maximum of four (4) Recommended Action Items (by Consensus of active participants in attendance)~~ Meetings will be led by the ISD 709 Director of Advancing Equity.

1.2 ~~These items shall be sent to district administrative personnel and the School Board after each EEAC meeting.~~ The goal of each EEAC Meeting shall be identified in the agenda shared with committee members prior to the meeting.

1.3 ~~A report to the Committee of the Whole of the School Board shall be done between the EEAC meetings when there are Recommended Action Items or upon the request of the Committee of the Whole.~~ When formal recommendations, feedback, or requests are made, these items shall be sent to district administrative personnel and the School Board after the EEAC meeting by the district facilitator.

1.4 ~~EEAC Meeting agenda items and/or requests for specific staff to attend (to provide information or answer questions) shall be submitted at least two (2) weeks in advance of each EEAC Meeting or agenda items may also be submitted at the end of each EEAC Meeting for the following meeting.~~ A report to the Committee of the Whole of the School Board shall be done between the EEAC meetings when there are Recommended Action Items or upon the request of the Committee of the Whole.

1.5 When Recommended Action Items are approved by a majority vote and sent to the School Board, the Board or district administrative personnel shall provide a formal response or update to the EEAC within 60 days of the request.

Section 2. Special meetings can be called by the EEAC, School Board, or by the Superintendent. The purpose of the special meeting shall be stated in the call for the meeting--with the notice of that special meeting--distributed at least three (3) school days prior to the meeting.

Section 3. The regular meeting in September of each year shall be known as the annual meeting. The meetings for each year shall be established at this annual meeting and shall be called the "Annual Schedule of Meetings."

~~Section 4. Six (6) active participants of the EEAC shall constitute a quorum for the purpose of doing business.~~

~~4.1 Temporary suspension of the Six (6) participant quorum.~~

~~4.1a Special circumstances as acknowledged by the consensus of the EEAC participants will determine the need and duration of any temporary suspension of the Six (6) participant quorum.~~

~~Section 5. All meetings of this EEAC shall be open to the public in accordance with Minnesota law. All meetings agendas will be posted on the ISD709 webpage and copies sent to each School Board member.~~

ARTICLE VI

Voting and Decision-Making

Section 1. A quorum shall consist of a simple majority (50% plus one) of the currently appointed members of the Committee. No official vote may be taken unless a quorum is present.

Section 2. Simple majority rule except as otherwise provided by these bylaws, all matters brought before the Committee shall be decided by a simple majority vote of the members present and voting.

Section 3. Definition of Majority A "simple majority" is defined as more than half of the total votes cast, excluding abstentions. In the event of a tie, the motion shall be considered failed.

ARTICLE VII

Sub-committees

~~Section 1. A subcommittee, comprised of at least one (1) Facilitator and a minimum of three (3) EEAC participants should be representative of diverse communities. It shall be the duties of this sub-committee to recommend actions and/or modifications to the EEAC.~~

~~1.1 An official quorum for an EEAC Subcommittee is defined as four (4) active participants present, with at least one (1) serving as a Facilitator for each meeting held.~~

~~Section 2. Such other committees, standing, special or task shall be created at regular EEAC meetings with a Facilitator of that subcommittee designated.~~

~~2.1 Any EEAC Standing Committees will appoint Co-facilitators. Subcommittees will be established on an as-needed basis to meet outside of the normal EEAC meeting dates.~~

~~1.2 A subcommittee will be composed of at least one (1) Facilitator and a minimum of three (3) EEAC members, including at least one ISD 709 employee.~~

ARTICLE VII

Advisory Authority

~~A Short Guide to Consensus EEAC - Adapted from Seeds for Change shall direct the EEAC in all cases to which they are consistent with these bylaws and any special rules of order the EEAC may adopt. Unless stipulated in these bylaws, all recommended plans, actions, and/or changes by the active participants at a regularly scheduled meeting shall be the official advice or recommendation of the EEAC. The EEAC shall strive to seek unanimity in all official recommendations or necessary advice by following the guidelines spirit of Consensus.~~

ARTICLE VIII

Amendment of Bylaws

These bylaws can be amended at any meeting of the EEAC by ~~consensus of the active participants. The amendment shall be introduced in writing at one meeting and discussion allowed at the following regular meeting. Upon EEAC approval of any amendment to the Bylaws, the amendment will be sent to the Duluth School Board as an action item.~~ a simple majority of the members. The amendment shall be introduced in writing at one meeting and discussion allowed at the following regular meeting.

ARTICLE IX

Operating Procedures

Operating procedures shall not violate the personnel policies and procedures of Independent School District #709. Operating procedures of this EEAC shall acknowledge--and to its fullest capacity--comply with all laws, acts, rules, policies and procedures that govern education within the state of Minnesota (Specifically noted: Minnesota Government Data Practices Act - Chapter 13) ~~As it is the purpose of this committee to recommend actions regarding planning, implementation, and/or evaluation of various district initiatives or plans, including budgets and budget modifications, ISD 709 and The Office of Education Equity will shall provide the EEAC with the with all necessary budget information and reporting information. This information shall be in accordance with all of the reporting requirements of the current education legislation. and reporting data, ensuring full compliance with current education legislation.~~

School board approved 01.16.07
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Revised: 10.28.09
Approved by School Board 11.17.09
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