



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

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.

ARTICLE III

Members

Section 1. The Committee shall strive to reflect the diverse 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.

Section 2. 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 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. 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. 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. Terms will be two (2) years, with the option to reapply.

ARTICLE IV

Member Protection and Non-Retaliation

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 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 Meetings will be led by the ISD 709 Director of Advancing Equity.

1.2 The goal of each EEAC Meeting shall be identified in the agenda shared with committee members prior to the meeting.

1.3 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 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."

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. 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 VIII

Amendment of Bylaws

These bylaws can be amended at any meeting of the EEAC by 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) The Office of Education Equity shall provide the EEAC with all necessary budget and reporting data, ensuring full compliance with current education legislation.

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