

ANCHORAGE SCHOOL DISTRICT
TITLE VII INDIAN EDUCATION PROGRAM
NATIVE ADVISORY COMMITTEE
BY-LAWS

PREFACE

*In order to satisfy the requirements set out in Subchapter VII, 20 U.S.C. Section 7424 of the No Child Left Behind Act of 2001 (hereafter referred to as "Title VII of the Act"), the Anchorage School District of Anchorage, Alaska hereby forms this Native Advisory Committee to assist the Anchorage School District to meet the unique educational and culturally related academic needs of the Alaska Native and American Indian students so that such students can meet or exceed the same challenging State student academic achievement standards adopted for all students. With regard to Anchorage School District academic goals established by the Anchorage School Board, the Native Advisory Committee will make recommendations with a specific focus upon the Alaska Native and American Indian students as more specifically set forth below. **The Native Advisory Committee will also consider and make recommendations as to programs, projects or other efforts specifically aimed at encouraging or assisting Alaska Native and American Indian students to stay in school and pursue further education.***

ARTICLE I: NAME OF COMMITTEE

The name of this Committee shall be the Anchorage School District Native Advisory Committee ("the Committee").

ARTICLE II: OBJECTIVES

A. To make recommendations to the Anchorage School District ("the District") regarding modifications, reforms or development of elementary school and secondary school programs, services or other efforts that serve Alaska Native and American Indian students in order to ensure that such efforts:

1. Are based on challenging State academic content and student academic achievement standards that are used for all children; and
2. are designed to assist Alaska Native and American Indian students in meeting those standards.

B. To participate in the ongoing development of the District's Title VII Indian Education Program ("the Program"), a comprehensive program designed to meet the needs of Alaska Native and American Indian children served by the District, including the language and cultural needs of the children.

C. To make recommendations to the District with respect to District policies and procedures to ensure that the Program is effectively implemented and evaluated

in consultation with parents of Native children and other representatives of the community to be served.

D. To adopt By-Laws that set forth the conduct of the Committee meetings and to abide by such By-Laws.

ARTICLE III: RELATIONSHIP BETWEEN THE COMMITTEE AND THE DISTRICT

A. The Committee will be the principal contact and communication link between the community and the District relative to the Program.

B. The Program Director and/or designee of the Program (“Designee”) will serve as liaison between the Committee and the District.

C. The Committee shall meet as necessary with the Superintendent or Designee the Superintendent’s designee and the School Board in order to make recommendations to assist the District meet the unique educational and culturally related academic needs of the Alaska Native and American Indian students so that such students can meet or exceed the same challenging State student academic achievement standards adopted for all students.

D. The Committee will determine that the program will not diminish the availability of culturally related activities for American Indian and Alaska Native students.

E. The Committee shall set forth such policies and procedures, including policies and procedures relating to the hiring of personnel, as will ensure that the program for which assistance is sought will be operated and evaluated in consultation with, and with the involvement of, parents of the children, and representatives of the area, to be served;

F. The Program Director and/or Designee will provide to the Committee monthly financial reports and analysis of expenditures of Program funds. Financial records shall be intact and accessible to the Committee.

G. The Program Director and/or Designee will provide monthly program reports, including but not limited to personnel changes and program changes.

H. The Program Director and/or Designee will make available documentation concerning the Committee functions, such as minutes of meetings, Committee selection procedures and a roster of Committee membership.

I. The Program Director will perform needs assessments primarily based on State of Alaska and District statistical reports and shall present those findings to the Committee. The Committee may also make recommendations as to forms of analysis.

J. The Committee must approve by vote at a duly constituted meeting District proposal for funding under Title VII of the Act (“the Application”) and document such vote in the minutes of the meeting.

ARTICLE IV: MEMBERS

A. Composition and Eligibility

The Committee will be composed of parents and guardians (hereafter “parents”), of Alaska Native and American Indian students, Alaska Native and American Indian secondary students and District teachers or guidance counselors of Alaska Native and American Indian students, a majority of which shall be parents of Alaska Native and Native American students.

1. Consistent with the Title VII of the Act and excluding Program staff, the Committee will be composed of no more than six (6) parents, three (3) Alaska Native and American Indian secondary students, and two (2) teachers or guidance counselors of Alaska Native and American Indian students.

2. The Superintendent or designee is an ex-officio member of the Committee and must be represented at any meeting. The Program Director is a representative of the Superintendent.

B. Ineligibility. A member will no longer be eligible to serve on the Committee if:

1. the parent Committee member’s child is no longer enrolled in the District;
 2. the teacher Committee member is no longer employed by the District;
- or
3. the student Committee member is no longer enrolled in the District.

C. Selection of Members

1. Applications will be solicited from persons interested in serving on the Committee. In soliciting applications, the public will be notified of the vacancies, the application process and deadline, and the election date and place

in a variety of ways, including, but not limited to advertising in local newspapers and other local publications; circulating information through newsletters; posting notices in public places such as community centers and including a notice to parents of Native students.

2. Election Procedures. A public meeting will be held each spring, no later than June 15, to elect new Committee members. New members will be voted by a two-thirds (2/3) of a quorum to accept new members to the Committee.

3. Nominees must be present to be elected.

D. Term of Office

1. Parent and teacher members will serve two-year terms.

2. Student members will serve one-year terms.

3. No member shall serve more than two consecutive full terms (four years).

E. Termination of Membership

1. Members will be automatically removed from the Committee upon missing three consecutive regular meetings.

2. Termination of a Committee member will be carried out by a two-thirds (2/3) vote of a quorum at a duly constituted meeting.

3. The Committee Chairperson or the Program Director shall give notification of termination in writing.

G. Resignation

Any member may resign by filing a written resignation with the Committee Chairperson or the Program Director.

H. Vacancy

The Committee shall fill a vacancy for the remainder of the Member's term at a regularly scheduled meeting. By nomination and by a two thirds (2/3) vote of a quorum.

I. Compensation

There shall be no compensation to Committee members for attending Committee meetings.

ARTICLE V: OFFICERS

A. Elected Officers

The officers of the Committee shall be a Chairperson and Vice Chairperson shall be elected by two-thirds (2/3) vote of the quorum. Any

member of the Committee is eligible to serve as an officer.

B. Term of Office

The term of the office shall be one year.

C. Removal

A two-thirds (2/3) vote of all members present at a duly constituted meeting may remove any officer elected by the Committee, voting whenever in the judgment of the Committee, the best interests of the Committee would be served thereby.

D. Vacancy. The Committee shall fill a vacancy by two-thirds (2/3) vote of a quorum in the office of Chairperson because of death, resignation or removal for the remainder of the term. If the Chairmanship becomes vacant, a new Vice Chairperson shall be elected two-thirds (2/3) vote of a quorum by the Committee to fill the unexpired portion of the term.

E. Chairperson

The Chairperson shall preside at all meetings of the Committee, and may sign all letters, reports and other communications of the Committee. In addition, he/she shall perform all duties as may be prescribed by the Committee. The Chairperson will serve no more than two consecutive one-year terms.

F. Vice Chairperson

The duties of the Vice Chairperson shall be to represent the chairperson in assigned duties and to substitute for the Chairperson during his/her absence. He/she shall substitute for the Chairperson during his/her absence, and he/she shall perform such duties as from time to time may be assigned by the Chairman or by the Committee.

ARTICLE VI: STAFF

A. Staff

Consistent with Article III, E, above, the Committee may review Program staff job descriptions and qualifications, and program development plans, and, based on student needs, make recommendations to the Program Director as to these things.

B. Secretary. The District shall provide the Committee a recording secretary.

ARTICLE VII: STANDING AND SPECIAL COMMITTEES

A. Special Committees

The Committee may from time to time establish and abolish special

Committees, as it may desire. Special Committee members shall be under the direction of the Committee.

B. Membership

Unless otherwise determined by the Committee in its decision to establish a special or standing Committee, the Chairperson of the Committee shall appoint members to the special or standing Committees.

C. Term of Office

The term of office for members of standing Committees shall be for one year, and special Committee members' terms shall be for the duration of the task to be completed.

1. Procedures. Each Committee may adopt rules consistent with these By-Laws or with standing rules adopted by the Committee.

D. Vacancy

The Chairperson of the Committee shall make appointments to fill any standing or special Committee vacancies.

ARTICLE VIII: MEETINGS

A. Regular Meetings

The Committee shall meet once each month.

B. Special Meetings and Non-scheduled meetings

Special meetings and non-scheduled meetings may be called by request of the Chairperson with approval of the majority of the Committee. Such meetings will be announced to all members five days in advance of the meeting date.

C. Place of Meetings

The Committee shall hold its regular monthly meetings and its special meetings in a facility provided by the District.

D. Notice of Meetings

The recording secretary shall notify all Committee Members at least five days in advance of all regular and special meetings, by e-mail and others method of communication such as twitter, facebook, and other electronic means, giving the day, hour, and location of the meeting. The public media will be notified at least 14 days prior to scheduled meetings.

E. Quorum

The presence of two-thirds (2/3) of the Committee members shall constitute a quorum.

F. Decisions of the Committee. All decisions of the Committee will be made by a two-thirds (2/3) vote of a quorum.

G. Conduct of Meetings

All regular and special meetings of the Committee shall be conducted in accordance with Robert's Rules of Order, or in accordance with an appropriate adaptation thereof.

H. Meetings Open to Public

All regular and special meetings of the Committee and its' standing or special Committees shall be open at all times to the public.

ARTICLE IX: AMENDMENTS

A. These By-Laws may be amended on an annual basis through a meeting of the Committee members by a two-thirds (2/3) vote of all regular members. Any Amendment shall not violate federal or school district policies and regulations.

Any amendments must conform to the No Child Left Behind Act of 2001, Subchapter VII, 20 U.S.C. Section 7424 and be in accordance with District policy and procedures.

ARTICLE X: Ratification

Adoption: These By-Laws shall be declared adopted by the Committee when passed by a majority vote of the full membership at a regular Committee meeting, or as a meeting specifically called for such purpose.

The Committee and the District hereby approve these By-Laws.
IN WITNESS THEREOF,

Native Advisory Committee Chairperson

Date

Superintendent of Schools
Anchorage School

Date