

**CONSTITUTION AND BY-LAWS TITLE VI
Parent Advisory Committee**

ARTICLE I • NAME

The name of this organization shall be the Title VI, Part A, subpart 1- Indian Education Formula Grants to local Education Agencies Parent Advisory Committee, Title VI of Elko County School District.

ARTICLE II • PURPOSES

The Parent Advisory Committee shall be a partner with the Elko County School District in the operation of the Indian Education Title VI Program. The Parent Advisory Committee will also serve as a liaison between the Indian Education Program, Title VI, parents and the communities and will offer an opportunity for the parents to become involved in the education of their children. Therefore, the Parent Advisory Committee shall accomplish these objectives by the following:

- a. Assess the needs of the Elko County School District Indian children.
- b. Set program priorities based in part on the needs assessment.
- c. Implementation of programs to meet those needs, based on the priorities set.
- d. Evaluate the success of the program through data compiled by the Director based on site visits, teacher assistant reports, principal reports, tutor reports, and academic student evaluation reports.
- e. Assist in compilation and preparation of the Title VI proposal.
- f. Give approval to the Title VI application before it is submitted by majority vote.
- g. Assist in screening and selection along with the Elko County School District, of Title VI personnel.

ARTICLE III • MEMBERSHIP

This section applies to all officers and members of the committee.

The Parent Advisory Committee may be comprised of:

- a. Parents or grandparents of Indian children who attend an Elko County School District.

- b. Teachers, including guidance counselors except members of the project staff.
- c. Indian secondary school students (grade 9-12), if any, enrolled in the LEA's schools.
- d. New members to the Native American Education Grant Committee will be voted in to vacant positions by a majority vote of the existing members.

In addition to natural parents of Indian children, parents are defined as non-Indians who have legally adopted Indian children or are legal guardians of Indian children.

All members should be willing to attend all Parent Advisory Committee meetings.

Each member shall have one (1) vote. No issue will be approved until it has met the approval of the majority of the members present. Voting will be done through either voice, roll call, or ballot.

Membership, on the Parent Advisory Committee, shall be terminated providing:

- a. A member leaves the area of attendance
- b. A member submits a letter of resignation
- c. A member misses three consecutive meetings within a 1-year period.

Member Selection. 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 and other local publications; circulating information through newsletters; posting notices in public places such as community centers, website and including notice to parents of Native students.

Mid-Term Vacancies. If a vacancy occurs after a member's term has commenced, resigned or been dismissed, the position may be filled by a current member on the committee per vote/solicited members for the remainder of the term.

Members shall attempt to reach decisions by consensus. However, if a clear consensus cannot be obtained, decisions shall be reached by a majority vote. Each member shall be entitled to one vote per motion. Proxy voting and absentee ballots shall not be permitted; a member must be in attendance of the meeting to vote.

ARTICLE IV • Parent Advisory Committee Officers

The officers of the Parent Advisory Committee shall consist of a Chairperson, Vice-Chairperson, and a Secretary.

The duties of the Parent Advisory Chairperson shall be:

- a. Conduct all Parent Advisory Committee meetings

- b. Set agenda with program staff.
- c. Sign Title VII Project application and any amendments.
- d. Appoint sub-committees.
- e. Call special meetings when necessary.
- f. Work to implement the objectives of the Parent Advisory Committee.

The duties of the Parent Advisory Committee Vice-Chairperson shall be:

- a. Assist the Chairperson in coordinating work of the committee
- b. To conduct meetings in the Chairperson's absence
- c. Perform duties of President during any absence or inability to serve
- d. Timekeeper of agenda and meetings
- e. Assist with agenda preparation.

The duties of the Parent Advisory Committee Secretary shall be:

- a. Keep attendance records of members.
- b. Record minutes of meetings and transcribe minutes.
- c. Provide copies to program staff and parent committee.
- d. Handle correspondence requested by the Chairperson
- e. She/he shall see that all notices are made available to the community
- f. Maintain a file of committee minutes, correspondence and records
- g. Assist with agenda preparation

The nomination and election of officers will be held during the first meeting of each school year.

ARTICLE V • MEETINGS

The regular meetings will be held the third Monday of each school month. Any date other than the third Monday shall be considered a special meeting. The Parent Advisory Committee shall follow Robert's Rules of Order. Notice of special meetings will be called no less than five (5) business days prior to the meeting. Adjournment of meetings will consist of simple voting majority.

A quorum shall be the majority of the current membership (Example: membership of 10, 6 must be present). Meetings may still be held without a quorum for purposes of presentations or discussion. However, no actions or voting may take place without a quorum.

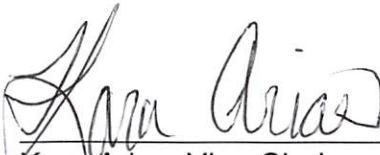
Each meeting will last no longer than 90 minutes.

Committee meetings are subject to open meeting laws.

Indian Education Title VI Parent Advisory Committee Constitution and By-Laws
Hereby accepted and adopted on this date, February 10, 2020.



Lita Piffero, Chairperson



Kara Arias, Vice-Chairperson



Carissa Cassadore, Secretary