

BY LAWS

INDIAN EDUCATION PROGRAM PARENT COMMITTEE
(Title VIII (PL874), Title VIII Sp. Ed., Title IX (Title VII), Tewa Bilingual

ARTICLE I NAME:

The name of this committee shall be INDIAN EDUCATION COMMITTEE.

ARTICLE II PURPOSE:

1. To develop, recommend, approve, and oversee all federal funded Indian Education programs, in keeping compliance with federal and state rule & regulations in coordination with, the Espanola School District, the Ohkay Owingeh, Santa Clara Tribal Councils, communities, and federal programs.
2. To ensure participation in the overall planning, development, implementations, and evaluation of all federal funded Indian Education programs in order that the special educational needs of our Indian students are fulfilled.
3. To serve as a hearing board for individuals or groups suggesting additions or changes to Title VII, Title VIII, Title VIII Sp. Ed. (Impact Aid) program proposal.
4. To serve as a grievance committee for the individuals or groups who may have grievances pertaining to any aspects of the program operations.

ARTICLE II MEMBERSHIP:

SECTION I The total shall be nine (5) voting members.

- A. At least (1) Parent/Guardian from Ohkay Owingeh
- B. At least (1) parents from Santa Clara Pueblo
- C. At least one (1) Native Student affiliated with any tribe
- D. Two (2) Tribal Representatives
 One (1) from Ohkay Owingeh
 One (1) from Santa Clara Pueblo

SECTION II Selection of Committee Members

- A. Members under Section I, A & B will be made from a selection of parents/legal guardian of Indian Students attending the public schools. Members selected under this section must be parents/guardians whose children are enrolled in the school district.
- B. Members under Section I, C shall be appointed by Espanola Public School Indian Education Director.
- C. Members under Section I, E shall be appointed by the Tribal Governors.

SECTION III Term of Office

- A. Membership contingent upon child (children) enrolled
- B. Each Parent/Guardian shall serve one (1) year terms (September-August) contingent upon child (children) enrolled.
- C. Each student shall serve one (1) year term (September-May) contingent upon the child's enrollment.

SECTION IV Vacancies

Should the chairperson vacate, the vice-chairperson shall serve out the remaining term.

SECTION V Termination or Suspension shall be for the following reasons:

- 1. Three (3) consecutive absences of Indian Education Committee monthly meetings per school year.
- 2. Not fulfilling duties and responsibilities.
- 3. Self-initiated resignation.

ARTICLE IV DUTIES AND RESPONSIBILITIES

- A. To assist in proposal preparation and make certain these proposals meet deadlines as set by the funding agencies.
- B. To coordinate efforts with the Indian Education Coordinator in order to ensure the best quality education for Indian students.
- C. To monitor all federal funded Indian Education budgets, expenditures, and ensure proper usage of the programs funds.
- D. That has 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; Title VII Sec. 7114 © (4) ©

- (a) “With the advice of the Indian Education Committee develop policies relating to the hiring of project staff:
 - (b) “Hire the project staff after considering any recommendation of the Indian Education Committee;
 - (c) Indian Education Committee may not participate in any committee action that affects, or is likely to affect the financial interests of that individual’s immediate family member who is on the project staff. As used in this section, term “immediate family” includes an individual’s spouse, children, parents, brothers, sisters, legal dependents, and spouses of those persons.
 - (d) “A member of the Indian Education may participate in a reviewing of applicant for a project staff position.
- E. Evaluate all federally funded Indian Education programs, and make the appropriate recommendations to the School District and Tribal authorities for the continuance or the improvement of these programs.
 - F. To monitor all federally funded Indian Education programs and have the sign off authority to establish programs according to the Indian Education Committee priorities
 - G. Shall review and grant final approval whenever feasible regarding all federal funded Indian Education programs proposals.
 - H. Will request Bi-Annual reporting from Indian Education Director.

ARTICLE V OFFICERS

- A. The officers shall be nominated and elected by the members of the committee. They shall nominate and elect
- B. The following positions listed below shall only be filled by Parent/Guardians contingent upon child (children) enrolled.

- 1. Chairperson

- a. To preside and conduct all regular and executive meetings according to Standard Parliamentary Procedures.
- b. Shall vote only in case of a tie.
- c. May exercise any authority delegated to by the IEC.
- d. Shall prepare agenda and provide to school district for posting 5 days prior to meeting.

2. Vice-Chairperson/Secretary

- a. Shall perform duties delegated by the IEC.
- b. Performs Chairpersons duties in the absence of Chairperson.
- c. Secretary/designee will record minutes of regular and all meeting. The secretary shall notify the members of regular and special meetings.

ARTICLE VI MEETINGS

SECTION I Regular Meetings

The committee shall meet on the 2nd Thursday of each month at 5:00 p.m. at Espanola Public Schools Central Office.

SECTION II Special Meetings

The chairperson on matters requiring immediate attention may call special meetings.

SECTION III Election of Officers

Election of Officers shall take place during the first regular meeting in September.

SECTION IV Decision of Parent Committee

Decision of Indian Education Committee on all federally funded Indian Education Programs shall be made and finalized after a majority vote of the committee members.

SECTION V Conduct of Meeting

All regular and special meetings shall be conducted in accordance with Standard Parliamentary Procedures or in accordance with appropriate adaption thereof.

SECTION VI Open Meeting

All regular and special meetings with exception of executive session shall be open to the public.

SECTION VII Quorum

A quorum shall consist of 5 members one of which will be an officer.

ARTICLE VIII AMENDMENTS

These By-laws may be amended at any time by a two-thirds (2/3) affirmative vote of committee members in attendance provided the amendment is to carry out purposes and conforms within the requirements imposed by the Rules and Regulations of the Indian Education Programs.

CERTIFICATION

We hereby certify that these Bylaws were adopted at a duly called Indian Education Committee meeting held on _____, at which a quorum was present. The vote was _____ in favor, _____ opposed, _____ abstained and _____ absent.

CHAIRPERSON

DATE

GOVERNOR OF OHKAY OWINGEH

DATE

GOVERNOR OF SANTA CLARA PUEBLO

DATE

ESPANOLA PUBLIC SCHOOLS
SUPERINTENDENT/DESIGNEE

DATE