

**EDUCATIONAL OPPORTUNITIES FOR NATIVE AMERICANS (EONA)**  
**Long Beach Unified School District**  
**CONSTITUTION AND BYLAWS**  
**TITLE VII**  
**Parent Advisory Committee (PAC)**

**ARTICLE I • NAME**

The name of this organization shall be the Educational Opportunities for Native Americans (EONA), Parent Advisory Committee, Title VII of Long Beach Unified School District.

**ARTICLE II • PURPOSES**

The Parent Advisory Committee (PAC) shall be a partner with the Long Beach Unified School District in the operation of the Indian Education Title VII Program. The Parent Advisory Committee will also serve as a liaison between the Indian Education Program, Title VII, 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. Providing advice and assistance in the assessing student needs, planning, developing, implementing and evaluating of Title VII funded programs.
- b. Building parent capacity for strong parent involvement.
- c. To provide direction and build on Native American culture in meeting the academic and cultural needs of Title VII eligible students.
- d. To comply with the rules and regulations governing Indian Education Act – Title VII.
- e. Assist in compilation and preparation of the Title VII Formula Grant proposal.
- f. Give approval to the Title VII application before it is submitted by majority vote.
- g. Assist in screening and selection along with the Long Beach Unified School District, of Title VII personnel.
- h. EONA will review, amend, and approve parent committee by-laws on an annual basis.

EONA shall have no power to enter into contracts of any nature or to spend public funds. No committee member shall be required to provide any sum of money, property, or service, other than services described herein, to EONA. EONA shall have no power to bind any member or the school district to any debt, liability, or obligation. EONA shall have no powers beyond those expressly set forth herein.

### **ARTICLE III • MEMBERSHIP**

The Title VII – Educational Opportunities for Native Americans Parent Advisory Committee is open to all parents and guardians of Title VII eligible students in the Long Beach Unified School District.

The Parent Advisory Committee may be comprised of

- a. Parents of Native American Students who attend a Long Beach Unified School.
- b. Teacher Representative, including guidance counselors except members of the project staff.
- c. Student Representative, Native American secondary school students, if any, enrolled in the LEA’s schools.
- d. New members to the Educational Opportunities for Native Americans (EONA), Grant Committee will be voted in to vacant positions by a majority vote of the existing members.

In addition to natural parents of Native American children, parents are defined as non-Indians who have legally adopted Native American children and are guardians of Native American 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 51% of the members present.

Voting will be done through voice, roll call, or ballot.

Proxy voting and absentee voting will not be permitted.

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 (3) consecutive meetings without a valid medical reason.

### **ARTICLE IV • EXECUTIVE BOARD**

The Executive Board of the Title VII Parent Advisory Committee will consist of the following officers: Chairperson, Vice Chairperson, Secretary-Treasurer, Members-At-Large, one (1) Student Representative, and one (1) Teacher Representative.

The duties of the Parent Advisory Chairperson shall be:

- a. Assuring compliance with the Title VII Rules and Regulations
- b. Conduct all Parent Advisory Committee meetings
- d. Appoint sub-committees.
- d. Call special meetings when necessary.
- e. 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
- b. To conduct meetings in the Chairperson's absence.
- c. Arrange for speakers and special programs

The duties of the Parent Advisory Committee Secretary-Treasurer shall be:

- a. Keep attendance records of members.
- b. Record minutes of meetings and transcribe minutes.
- c. Handle correspondence requested by the Chairperson
- c. Be custodian of the committees records
- d. Maintain a list of the addresses and telephone numbers of each member of the Committee.

The duties of Members-at-Large, Teacher(s), and Student(s)

- a. Serve in a voting capacity on the committee
- b. Serve on Standing or special committees as assigned by Chairperson

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

## **ARTICLE VI • MEETINGS**

Regular Meetings will be held monthly at a date and time to be determined by the Executive Board.

Order of Business

- a. Roll Call
- b. Approval of Agenda
- c. Approval of Minutes
- d. Staff Reports (Once a trimester, in person)
- e. Committee Reports
- f. Financial Status Reports (Project Coordinator)
- g. Old Business
- h. New Business
- i. Open Floor
- j. Schedule next meeting
- k. Adjournment

**Quorum**

Unless otherwise provided in the decision of the EONA PAC Board, a majority of the committee (at least 51%) shall constitute a quorum.

**Special Meetings**

Special meetings may be called by the Chairperson or Vice-Chairperson or by petition of at least three (3) Parent Advisory Committee members. A quorum will be stated for regular meetings. Notice of special meetings will be called within seven (7) days prior to the meeting.

**Meeting Protocol**

All meetings will be conducted in accordance with Robert’s Rules of Order and the adopted by-laws.

**Reorganization**

An annual reorganizational meeting will be held each year in May.

Adjournment of meetings will consist of simple voting majority.

Each meeting will last no longer than 90 minutes

**Article VII • Ratification**

These by-laws shall be declared adopted by the Parent Advisory committee when passed by a majority vote of the general membership at a regularly scheduled meeting.

Indian Education Title VII

Parent Advisory Committee Constitution and By Laws

**Hereby accepted and adopted on this date, \_\_\_\_\_**

**IN WITNESS THEROF:**

_____	<b>Chairperson</b>
_____	<b>Vice-Chairperson</b>
_____	<b>Secretary-Treasurer</b>
_____	<b>Program Coordinator</b>