

BY-LAWS
Independent School District 271
COMMUNITY EDUCATION ADVISORY COUNCIL
2575 West 88th Street
Bloomington, Minnesota 55431-1925

ARTICLE I Name of Organization

This organization shall be known as the Bloomington Community Education Advisory Council.

ARTICLE II Philosophy

The Community Education concept allows for the active involvement of citizens, agencies and institutions in determining and addressing community needs.

ARTICLE III Purpose

Section 1: The Advisory Council will advise the Executive Director of Community Education and the School Board regarding the planning, growth, development and evaluation of Community Education services in the Bloomington School District. The specific purposes of the Advisory Council will be to:

- A. Promote Community Education in the Bloomington School District.
- B. Provide the necessary coordination and communication among all public and private institutions, agencies and organizations in order to maximize efficiency and eliminate duplication with regard to Community Education in the Bloomington School District.
- C. Study and make recommendations to the Executive Director of Community Education and the School Board regarding budgets and services delivered by Bloomington Community Education.
- D. In partnership with all public and private institutions, agencies and organizations, work to identify school and community issues and resources.
- E. Advise the Executive Director of Community Education in the evaluation of Community Education in the Bloomington School District.

ARTICLE IV Advisory Council

Section 1: The Community Education Advisory Council may make recommendations for Community Education programs and activities.

Section 2: The Bloomington School Board shall make the final approval concerning policies under its Community Education division.

Section 3: The Community Education Advisory Council shall be non-sectarian and non-partisan in its policies and programs.

ARTICLE V Officers and Elections

Section 1:

- A. The elected officers are Chairperson and Vice-Chairperson. Vice-Chairperson also serves as Chairperson-elect.
- B. Officers for the following year shall be voted upon by the advisory council.
- C. There will be an executive Board that has membership including the Advisory Council Chairperson, Vice-Chairperson, and the Executive Director of Community Education.
- D. The one (1) year term limitations for elected officers and members at large may be suspended through an affirmative vote by a majority of the members present for the meeting.

ARTICLE VI Duties of Officers

Section 1: The chairperson will preside at all general Advisory Council meetings and at executive Board meetings.

Section 2: In the absence of the Chairperson, the Vice-Chairperson will preside at council meetings and executive Board meetings and be assigned other duties by the Chairperson.

ARTICLE VII Membership

Section 1: Bloomington citizens interested in serving on the Community Education Advisory Council may complete written applications after which members are screened by the membership to determine interest in Community Education, their specific reasons for wishing to become a member and their potential contribution to a well functioning council. Membership will be voted upon by the Advisory Council.

Section 2:

- A. State Law M.S. 124D.19 states that each Board must provide for an Advisory Council to consist of members who represent: various service organizations; churches; public and nonpublic schools; local government including elected officials; public and private nonprofit agencies serving youth and families; parents; youth; park, recreation or forestry services of municipal or local government units located in whole or in part within the boundaries of the school district and; any other groups participating in the Community Education program in the school district.
- B. The Executive Director of Community Education will serve in an ex-officio capacity. The Council will include:
 - at least one person representing local government
 - at least six voting members representing the community
 - at least one person representing the Early Childhood Advisory Council
- C. There will be a minimum of eight (8) and maximum of twelve (12) Advisory Council members, excluding ex-officio members.
- D. The Council should reflect the diverse population of residents in the district.

Section 3: It is the policy of the School Board of Independent School District 271 to comply with Federal and State laws prohibiting discrimination and all requirements imposed by or pursuant to regulations issued thereto, to the end that no person shall, on the grounds of race, color, national origin, creed, religion, sex, marital status, status with regard to public assistance, age or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any educational program, or in employment, or recruitment, consideration, or selection; therefore, whether full-time or part-time under any educational program or activity operated by the district for which it receives Federal financial assistance.

Section 4: Members shall serve for a period of two (2) years. If a member so desires, he/she can reapply for reappointment. If a member resigns before the end of the term, a replacement will be chosen from the active file of applicants. That person will serve the unexpired term and may apply for a regular full term.

Section 5: The School Board shall name a School Board member and an alternate to the Advisory Council annually.

Section 6: Corresponding Membership – corresponding members would be entitled to the following:

- A. Would be on the mailing list and receive . . .
 - Agendas
 - Minutes
 - Reports
- B. Would be encouraged to comment, speak out or provide input on issues and opportunities.
- C. Would be invited to participate in ad hoc committees, etc.

ARTICLE VIII Meetings

Section 1: There shall be a minimum of four (4) general meetings of the Advisory Council each program year. There may be any number of executive Board meetings plus periodic committee meetings as the press of business demands.

Section 2: A program year begins July 1 and ends the following year on June 30.

Section 3: All meetings or events will be held in an accessible building. A yearly calendar of meeting dates will be approved by the council at the first meeting of the program year.

Section 4: Notice of subsequent meetings is given in the minutes of the previous meeting. An agenda is mailed one week before the scheduled meeting that serves as a second notice of the next meeting date.

Section 5: Members are required to contact the Community Education office if they cannot attend a meeting. If there are two (2) consecutive unexcused absences, the Council may consider action for removal of that member.

Section 6: Each member present shall have one vote. Ex-officio members are non-voting members but can enter discussions, make presentations and provide information.

ARTICLE IX Order of Business

Section 1: The order of business shall follow Roberts Rules of Order (revised). However, the functioning of the council shall be kept at an informal level to provide a free flow of discussion, evaluation and decision by vote of members in attendance.

ARTICLE X By-Law Changes

Section 1: By a majority of the voting membership, these bylaws may be amended. Prior notice of the intent to amend and the substance of the amendment must be given at the meeting preceding the actual vote. Absentee votes are acceptable for bylaw changes.

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