

BYLAWS of Edina Public Schools Board Legislative Action Committee

ARTICLE I: BOARD LEGISLATIVE ACTION COMMITTEE

The name of this organization will be the Edina Public Schools Board Legislative Action Committee (LAC). The LAC will assist the Edina Public Schools District (District) with various levels of advocacy efforts throughout the District. These bylaws pertain to the LAC as stipulated in the LAC Project Charter and approved by the Board.

ARTICLE II: PURPOSE

The purpose of the LAC is to assist the Edina Public Schools' School Board and EPS District Administration in advocacy for education-related legislation. The LAC coordinates these advocacy efforts throughout the District by supporting, and advocating for Board-approved legislative positions designed to advance the cause of excellent schools in Edina and Minnesota.

The activities of the LAC are subject to Board approval. To fulfill this purpose, the LAC's activities may include, but will not be limited to, the following: soliciting information on legislative activity that might affect the District; developing a work plan for advocacy of the approved positions; communicating with elected officials and running public informational events to assist the Board in increasing awareness of legislative issues throughout the District; communicating to the Board on a regular basis as to the progress of the LAC's work; and advocating at the local, state, and federal levels those positions identified by the LAC and approved by the Board.

ARTICLE III: POLICIES

A. LAC meeting dates and advocacy efforts will be available to the public on the District website.

B. The LAC will carry out its responsibilities as outlined in the LAC Policy on Membership and Conduct.

ARTICLE IV: MEMBERSHIP

A. All LAC members will abide by the LAC Policy on Membership and Conduct, which is part of these bylaws. All members of the LAC must sign the Policy on Membership and Conduct annually. All members must live in the District or have a student(s) currently enrolled in the district. Service on the LAC is a one-year commitment.

ARTICLE V: OFFICES AND DUTIES

A. Chair and Vice-Chair: One Board member will serve as chair of the LAC. The Board will designate a Vice-Chair who can be either another Board member or a community member of the LAC. ***ALL Board member designees serve at the discretion of the Board.*** The Chair, in collaboration with the Vice-Chair, will create meeting agendas and preside over meetings, communicate on behalf of the Board, generally oversee the activities of the LAC in representing the District and Board in advocacy efforts and serve as Board member liaison to the Association of Metropolitan Districts (AMSD).

B. Edina Public Schools Cabinet Member: At least one (1) designated EPS administrative liaison will serve on the LAC in collaboration with the Chair and Vice-Chair to represent the District in LAC priority development, advocacy efforts and communication efforts.

C. LAC Steering Committee: In addition to the LAC Chair, Vice-Chair and designated District cabinet member, the committee should include a maximum of nine community members and a minimum of two (2) EPS students comprise the Steering Committee. Members of the Steering Committee are selected by the LAC Chair and Vice-Chair for a term of one year. The Steering Committee supports the Board approved legislative platform and fulfills needed functions of the committee as identified by the LAC Chair and Vice-Chair. Responsibilities may include:

- Secretary (Record and distribute meeting minutes)
- Communications (Support and implementation of LAC communication efforts in coordination with the District communications team)
- Event Lead(s) (Organize and plan opportunities for LAC and community members including appearance at Minnesota State committee meetings, meeting and visits with legislators at the

state Capitol, a LAC sponsored event at the District, etc.)

- Bill Tracker(s) (Follow bills through legislative process and provide ongoing updates)

ARTICLE VI: MEETINGS and EXPECTATIONS

A. The LAC meeting expectations include:

1) Planning phase (Sept - December) for LAC Chair, Vice-Chair and EPS Cabinet/ District Liaison includes meetings, as needed.

2) Action phase (Jan-April) for all LAC members will meet monthly, as needed.

In addition, LAC members will be expected to attend legislators meetings at the Capitol, and other advocacy events sponsored by the LAC. Members should be prepared to attend at least one Education Committee hearing in either legislative body or legislative floor debate on a public education bill. In certain instances, an LAC member may be called upon to testify on behalf of Edina Public Schools at a legislative committee hearing.

3) In addition, the Chair may call special meetings, as necessary, to deal with such items as platform development or meetings with legislators.

B. LAC members will prepare for each meeting by reviewing the meeting minutes or agenda materials prior to each meeting, and will keep abreast of local, state, and federal public education issues.

C. Once the Board has approved the positions, priorities and communication guidelines for the LAC to support, each LAC member will agree to have his/her name included, as a member of the LAC, in any communications pertaining to those positions and priorities that are sent out on behalf of the LAC. This may include media outreach, letters to legislators or other elected officials.

D. Each LAC member must uphold and support the positions and priorities approved by the Board when communicating as a member of the LAC.

E. Members are asked to contact the Chair or Vice-Chair if unable to attend a meeting or event.

ARTICLE VII: AMENDMENTS

A. The Board needs to approve all actions of the LAC including amendments to these bylaws.

LAC Policy on Membership and Conduct

A. The LAC welcomes members of all backgrounds and identities. This includes, but is not limited to, members of any sexual orientation, gender identity and expression, race, ethnicity, culture, national origin, social and economic class, educational level, color, immigration status, sex, age, size, family status, political belief, religion, and mental and physical ability.

B. Significant attempts will be made to have committee membership reflect the demographic profile of the Edina Public Schools District (District). All members must live in the District or have a student(s) currently enrolled in the District.

C. The LAC will include up to two (2) Edina School Board members appointed by the Board, one District Cabinet Member/EPS Administrative liaison and should include a minimum of two (2) Edina Public School students.

D. LAC members must have a commitment to the Edina Public Schools' mission and the legislative positions adopted by the LAC and the Board.

E. LAC members must be interested in the legislative process, grassroots advocacy, be willing to compromise, and work well with other members.

F. The LAC will be noncommercial and nonpartisan. To maintain the non-partisan integrity of the LAC, any member who has filed or is a declared candidate for partisan office, or becomes a partisan office holder, or works as paid staff for a partisan campaign or partisan office holder, must resign from the LAC.

G. As a representative of the District, the LAC and its members must maintain a high level of professional conduct, including confidentiality, objectivity, respectful dialogue,

and professional behavior.

H. All members of the LAC must sign the Policy on Membership and Conduct annually.

I. The LAC Chair, with Board approval, retains the authority to deny or dismiss LAC membership to those persons who are in violation of the LAC Policy on Membership and Conduct, Board policies, or the policy and mission of the District.

Signature of LAC Steering Committee Member

