



## **Article I: Name and Purpose**

### **Section 1: Name**

The name of this organization shall be the Dexter Community Schools Sex Education Advisory Board, hereinafter referred to as the "SEAB."

### **Section 2: Purpose**

The purpose of the SEAB is to provide guidance, recommendations, and support to Dexter Community Schools regarding sex education curriculum and related matters in alignment with state and local regulations as defined in the SEAB Goals.

## **Article II: Membership**

### **Section 1: Composition**

Per state law, the SEAB shall consist of members representing various stakeholders, including parents, educators, healthcare professionals, community members, clergy, and students, as appropriate. At least half of the members can not work for the school district. At least half of the members must be parents of students in the Dexter Community Schools. SEAB membership is not to exceed 18 members. All SEAB members, excluding the Sex Education Supervisor, are voting members.

Members of the SEAB shall be appointed by the Dexter Community Schools Board of Education. Members shall serve two-year staggered terms, and their appointments shall be subject to approval by the Board of Education.

When vacancies occur, the SEAB will provide public notice of the vacancy on the District website for a minimum of seven days prior to a fourteen-day application window for interested district residents to apply to serve. This process may include recruitment for specific roles (i.e. medical, clergy, etc). After the application period, the SEAB shall recommend a replacement member(s) from within the group of applicants representing the stakeholder community affected by the vacancy. All recommendations are subject to approval by the Board of Education at its earliest convenience.

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## **Article III: Officers**

### **Section 1: Co-Chairs**

Two co-chairs shall be appointed by the school board to chair the SEAB, at least one of whom is a parent of a child attending a school operated by the school district. The responsibilities of the SEAB Co-Chair shall be to prepare an agenda for each SEAB meeting, facilitate SEAB meetings and report to the Board of Education, or designate a reporter.

### **Section 2: Sex Education Supervisor**

The SEAB shall have a Sex Education Supervisor, appointed by the Superintendent or designee and approved by the Michigan Department of Education (MDE), who oversees the program of instruction. The Sex Education Supervisor will sit on the committee as a non-voting member.

### **Section 3: Secretary**

The SEAB Co-Chairs shall appoint a member of the committee to take minutes of the meeting as outlined below.

## **Article IV: Meetings**

### **Section 1: Frequency**

Regular meetings of the SEAB shall be held at least two times throughout the school year. Meetings will be held in accordance with the Open Meetings Act. Meeting notices will be posted on the District website calendar and on the front door of the District Offices no later than 18 hours prior to meetings. Written or electronic notice of a sex education advisory board meeting shall be sent to each member at least 2 weeks before the date of the meeting.

### **Section 2: Agenda**

The agenda will be determined by the co-chairs and shall include an opportunity for public comment.

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## Section 3: Public Participation

Meetings are open to the public so that citizens may have the benefit of observing SEAB business. All formal action by the Sex Education Advisory Board takes place during the public meetings.

Public commenters shall fill out a public comment form and hand it to the Sex Ed Supervisor or Chair. Public Commenters shall state their name, district of residence, and affiliation if they are representing a group. Public comment shall be limited to 3 minutes per person, with each speaker having the opportunity to speak once in a meeting. In the event that a large number of people wish to speak, the chairs may reduce the amount of speaking time per person, but all speakers shall have the same amount of time. For example, if half an hour has been allotted and fifteen people wish to comment, the time per speaker will be reduced to two minutes.

Per District policy, members of the board and district employees are not able to comment or answer questions during the public commentary. The Sex Ed Supervisor or SEAB Chairs may comment to correct factual errors.

- One speaker may not yield his/her time to another.
- Persons requesting an individual response must note their request on the public comment form.
- Individuals are expected to abide by rules of common courtesy and may be asked to leave the meeting if their behavior is disruptive or interferes with the orderly progress of the meeting.

## Section 4: Quorum

A simple majority of voting members must be present to make a quorum. The Sex Education Supervisor does not vote.

## Section 5: Voting

A quorum is required to take any action. When the committee has 18 members, the quorum is 10. In the event that the total number of members changes, the quorum will be adjusted.

A simple majority of voting members present is required to pass a motion. E.g., if 14 committee members are present, 8 votes would be required to pass a motion. The

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agenda for every meeting will state the existing committee's numbers to meet the quorum and to pass a motion.

## Section 6: Minutes

Meeting minutes shall include the date, time, place, members present, members absent, guests, any action taken at the meeting open to the public and a description of votes taken. Draft meeting minutes shall be made publicly available within eight business days of the meeting and will be shared at the next regular meeting of the Board of Education. Meeting minutes are to be approved at the next SEAB committee meeting.

## Article V: Responsibilities and Duties

### Section 1: Advisory Role

The SEAB shall review, evaluate, and provide recommendations on the sex education curriculum and related programs in Dexter Community Schools to support district needs and as required by law.

The SEAB shall establish goals and objectives for student knowledge and skills that are likely to reduce the rates of sex, pregnancy, and STIs.

The SEAB shall review curriculum, materials, and methods, and make recommendations to the school board for implementation

The SEAB shall evaluate, measure, and report on the attainment of program goals and objectives and make the resulting report available to the community at least once every two years.

### Section 2: Recommendations

The SEAB shall submit written recommendations to the Dexter Community Schools Board of Education, which may include suggested curriculum changes, resources, and strategies.

## Article VI: Amendments

### Section 1: Procedure

These bylaws may be amended by a two-thirds majority vote of the SEAB members present at a regular meeting or when deemed necessary, or by a majority vote of the Board of Education, provided that notice of the proposed amendments has been given at least 5 business days prior to the meeting.

These bylaws are hereby adopted on 12/20/23 by the Dexter Community Schools Sex Education Advisory Board.



Ann Pregont

12/20/23



Crystal Zurek

12/20/23