

Bylaws of the St. Martin Parish Schools STEAM Academies Advisory Board

Article I – Name and Purpose

Section 1. Name.

This organization shall be known as the *St. Martin Parish Schools STEAM Academies Advisory Board* (“Advisory Board”).

Section 2. Purpose.

The purpose of the Advisory Board is to:

1. Support the St. Martin Parish Magnet Academies in achieving the goals of the Revised Magnet Implementation Plan (Case 6:65-cv-11314-EEF).
2. Promote equitable access and reduce minority group isolation consistent with the District’s desegregation obligations.
3. Provide input and feedback on the implementation, progress, and long-term sustainability of the Magnet Academies.
4. Strengthen partnerships among parents, educators, community members, and industry partners to expand STEAM opportunities for students.
5. Assist with outreach, recruitment, family engagement, after-school and summer programming, and planning for potential middle and high school expansion.

Article II – Membership

Section 1. Composition.

The Advisory Board shall consist of:

- Four (4) parents/guardians (one in-zone and one out-of-zone parent/guardian from each school, balanced 2 Black and 2 White).
- Two (2) representatives from arts-centered organizations.
- Two (2) representatives from STEM-centered organizations.
- One (1) representative from a STEAM-centered organization.

- Two (2) local community partners.
- One (1) principal (or assistant principal proxy) from each school.
- The District Magnet Coordinator.
- The District Marketing Coordinator.
- At least one (1) member of the District Magnet Leadership Team (rotating as relevant).
- One (1) magnet/desegregation expert consultant.
- Two (2) Plaintiff representatives.

Section 2. Selection and Terms

- A. Members shall be selected according to the criteria and processes outlined in the Revised Magnet Implementation Plan.
- B. Members shall serve a two-year term with the option to step down after one year.
- C. Members shall serve a maximum of three two-year terms.
- D. Vacancies shall be filled using the same selection process within two weeks of a vacancy.
- E. Three unexcused absences will result in the Magnet Coordinator sending a letter to the member asking the member to step down.

Article III – Officers

Section 1. Officers.

The officers of the Advisory Board shall be: (The first meeting is chaired by the Magnet Coordinator and the first meeting secretary duties are performed by the Marketing Coordinator)

- Chair
- Vice Chair
- Secretary

Section 2. Duties.

- **Chair:** Preside at meetings, appoint committees, and represent the Advisory Board in official functions.

- **Vice Chair:** Assist the Chair and preside in their absence.
- **Secretary:** Maintain records, prepare minutes, and distribute notices of meetings.

Article IV – Meetings

Section 1. Regular Meetings.

The Advisory Board shall meet monthly during the first year (beginning September 2025).

Section 2. Special Meetings.

Special meetings may be called by the Chair, the Magnet Coordinator, or by written request of one-third of the members.

Section 3. Notice.

Notice of meetings shall be provided at least one week in advance, with agendas distributed electronically to all members.

Section 4. Quorum.

A quorum shall consist of a simple majority of active members. No official business shall be conducted without a quorum.

Section 5. Voting.

Decisions shall be made by majority vote of members present. Each member shall have one vote. Proxy voting is not permitted.

Section 6. Virtual Attendance.

Members unable to attend in person may participate virtually. Virtual participation shall count toward quorum.

Article V – Procedures

Section 1. Parliamentary Authority.

All meetings shall be conducted in accordance with *Robert's Rules of Order, Newly Revised*.

Section 2. Minutes.

The Secretary shall prepare and maintain minutes of each meeting. Minutes shall be made available to the public upon request.

Article VI – Amendments

These bylaws may be amended at any regular meeting of the Advisory Board by a two-thirds vote, provided written notice of the proposed amendment was given at least two weeks prior.

Article VII – Accountability

The Advisory Board serves in an advisory capacity. Final authority for policy decisions rests with the St. Martin Parish School Board and must remain consistent with federal desegregation orders and the Magnet Implementation Plan.