

# Browns Valley Native American Parent Advisory Committee (BVNAPAC) Bylaws

Governance, Membership, and Responsibilities

## Article I: Name

The official name of this organization is the Browns Valley Native American Parent Advisory Committee (BVNAPAC).

## Article II: Purpose

The BVNAPAC is established to advise, support, and advocate for the educational and cultural well-being of Native American students and families in the Browns Valley school district. The committee is committed to fostering open communication between families, the school, and the wider community, ensuring Native American voices and perspectives are considered in all district decision-making.

BVNAPAC operates under Minnesota Statute 124D.78, which requires school districts with ten or more American Indian students to form an American Indian Parent Advisory Committee. This statute authorizes the committee to advise the school board and district staff on educational programs and services for American Indian students, ensuring their academic and cultural needs are addressed. For further details, refer to Minnesota Statutes, Section 124D.78: [URL].

## Article III: Membership

- Eligibility: Membership is open to parents, guardians, and family members of Native American students in the district, Native American district staff, Native American secondary students, and Native American community members dedicated to supporting Native American education and culture.
- Parents and guardians of Native American students must make up the majority of the committee.
- Non-Native American district staff may participate in meetings but are not eligible for committee membership.
- Composition: The committee must have at least three (3) and no more than thirteen (13) members.

- Term: Members serve one-year terms and may be reappointed or re-elected.
- Vacancies: Any vacancy will be filled by recruitment by the chairperson or nomination with a majority vote of the remaining members.

## Article IV: Officers

- Officers: The committee shall have a Chairperson, Vice-Chairperson, and Secretary.
- Election: Officers are elected or nominated by a simple majority during the annual September meeting.
- Eligibility: Any committee member may serve as an officer.
- Duties:
- Chairperson: Leads meetings, prepares agendas, serves as the main spokesperson, and presents votes of concurrence or nonconcurrence to the school board in February. The Chairperson should follow Robert's Rules of Order as closely as possible. Recruiting members for vacant positions.
- Vice-Chairperson: Assists the Chairperson and leads meetings in their absence.
- Secretary: Keeps minutes and agendas, manages correspondence, and maintains committee records.

Term of Office: Officers serve one-year terms and may be reappointed or re-elected after their term ends.

## Article V: Meetings

- The committee will meet at least four (4) times per year. Additional meetings can be scheduled by the Chairperson or upon request by two committee members.
- Required Meetings:
- September: Election/nomination of officers
- November: Regular meeting
- January (closed): Vote of concurrence or nonconcurrence regarding the district's educational offerings for Native American students. If the committee agrees that the district is meeting students' needs, a resolution of concurrence is issued. If not, a resolution of nonconcurrence and written recommendations for improvement are provided to the school board.
- April: Advice on the district's proposed goals for American Indian Education Aid

A quorum is a simple majority of current members.

Members will be notified of the meeting time, date, and location at least two weeks in advance; as well as reminded 2 days in advance.

Meetings are open to the public except when confidential matters are discussed.

District staff must never outnumber committee members in attendance at meetings.

## Article VI: Decision-Making

- Each member present at a meeting has one vote. Decisions are made by a simple majority.
- If there is a tie, the Chairperson casts the deciding vote.

## Article VII: Subcommittees

The committee may create subcommittees as needed to handle specific issues, projects, or events. These subcommittees will report their findings and recommendations to the main committee.

## Article VIII: Amendments

- Any member may propose an amendment during a regular meeting, provided the proposed changes are drafted in writing and shared with all members in advance.
- Amendments require approval by a two-thirds (2/3) majority of those present to be adopted.

## Article IX: Code of Conduct

- Members must treat each other respectfully and work together to fulfill the committee's mission.
- Confidential information discussed in meetings must not be shared outside the committee.
- Members must avoid conflicts of interest and disclose any potential conflicts to the committee.

## Article X: Committee Member Responsibilities

- Attend meetings and respectfully consider the perspectives of others.
- Share ideas, concerns, or suggestions to help improve the school environment.

- Assist in organizing events, special classes, or activities that focus on American Indian traditions.
- Collaborate with the school to ensure students receive the support and resources they need.
- Communicate the needs of families and students to help foster a welcoming and inclusive school environment.

## Article XI: Objectives

- Promote the welfare of Browns Valley Native American children at home, in school, and in the community.
- Support programs that benefit Native American children in Browns Valley Schools.
- Advocate for high educational standards in Browns Valley Public Schools.
- Encourage positive relationships among home, community, and school.
- Inform the public about important local educational issues concerning Browns Valley Public Schools.
- Support the overall objectives of the Browns Valley School system.

## Article XII: Adoption of Bylaws

These bylaws become effective upon approval by a majority of committee members and will remain in effect until amended or repealed in accordance with Article VIII.