

# **Hillsboro School District Black Village Family Advisory Committee Bylaws**

## **Article I – Committee Name**

The name of the committee shall be Black Village Family Advisory Committee (Black Village).

## **Article II – Responsibilities**

The responsibilities of the (Black Village) are to advocate for the needs of students, and families of students, who identify in whole or in part as Black/African-American/African, attending Hillsboro School District schools. As a Hillsboro School District supported Parent Advisory Committee, we aim to support students and families by identifying potential barriers and inequities which hinder the academic experience for Black students, and then advocating for them in communication with the district school board, administrators, faculty, and staff.

In order to carry out these responsibilities, the Black Village Family Advisory Committee shall advise and collaborate with Hillsboro School District staff, administrators, students, and community members in the following areas:

1. The development, implementation and evaluation of the Student Success Act's Student Success Grant for Student Who Identify as Black, African-American, and African, and or other District programs as appropriate.
2. Services to meet the needs of students from preschool through grade 12.
3. Advocate for parents and families of Black students in order for them to become organized with the purpose of creating a supportive and collaborative culture, individually and collectively, between families and school staff, so they can influence substantially in educational aspects at schools.
4. Analyze and implement, when appropriate, the proposed projects and/or recommendations made to improve the programs.
5. Maintain communication with the parents and families in the programs that this committee represents.
6. Provide a safe listening space for families to discuss the challenges / needs of Black students.

This section of the regulations shall not get interpreted in such a way that gives the Black Village Family Advisory Committee the right to veto the decisions and actions of the School Board and/or the school administrators. The Black Village Family Advisory

Committee does not have the authority to approve contracts, or demand public funds in any form.

## **Article III – Membership**

### **Section I - Black Village Family Advisory Committee Makeup**

The composition of BVFAC is as follows: at least 70% of the committee members shall be made up by parents or legal guardians (sole or multiple) of Hillsboro School District students that identify as Black (whole or in part) and up to 30% can be members from the community.

### **Section II – Selecting Members for the Committee**

During the school year, and throughout the different scheduled meetings, parents will be invited to participate as members of the Black Village Family Advisory Committee.

Members of the Black Village Family Advisory Committee must elect committee representatives. A spouse may participate as a committee member. An effort will be made to recruit high school students who will represent the needs of the students in the committee.

### **Section III – Terms of Membership**

In order to fulfill the goals and objectives of the Black Village Family Advisory Committee, the number of members shall not be less than [4] and all officers shall serve for terms of [2] years after which they may be re-elected.

### **Section IV – Right to Vote**

Each member has a right to vote individually on every issue presented to the Black Village Family Advisory Committee for a vote. The students and guests will act as listeners, and will not have the right to vote.

### **Section V – Termination of membership**

The committee membership may be eligible for termination if:

- a. The member or officer has three consecutive unexcused absences without a legitimate reason.

### **Section VI – Resignations**

A member may resign at any time by oral or written communication to the Chair of the Black Village Family Advisory Committee. The Chair may resign at any time by presenting their resignation, orally or in writing, to the District Equity, Access, and Engagement officer.

### **Section VII – Vacancies**

Any committee vacancy shall be filled for the remainder of its term by a parent or family member from the same district, as long as they are an active member.

Vacancies will be automatically filled through a succession system. The executive committee reserves the right to grant special permissions to the officers of the committee.

## **Article IV – Officers**

### **Section I – Officers**

The officers of the committee are composed of a Chair, a Vice Chair, an Executive Secretary, and a Meeting Officer.

### **Section II – Election of Officers**

The Chair, Vice Chair and Secretary of the committee shall be elected by votes from committee members and shall serve for two years, and until their successor is elected.

### **Section III – Chair**

The Chair will create the agenda for, and preside over, all committee meetings, and sign all correspondence, reports and other communications of the committee.

### **Section IV – Vice Chair**

The responsibilities of the Vice Chair include representing the Chair in carrying out assigned functions and filling in when the Chair is unable to attend or absent.

### **Section V – Executive Secretary**

The Secretary will be responsible for typing and sending revised copies of the meeting minutes to all the committee members, as well as coordinating with the Meeting Officer to monitor committee finances.

### **Section VI – Meeting Facilitator**

The Meeting Officer, along with the Chair, shall conduct and keep track of time at public meetings and support the Executive Secretary in monitoring committee finances

### **Section VII – Quorum**

Fifty one percent (51%) of the members will constitute a quorum in order to conduct an official meeting with the purpose of completing official duties. There will be no quorum, if more than 51% of the members are absent, therefore, voting will be postponed.

### **Section VIII – Public Meetings**

All the meetings of the Black Village Family Advisory Committee shall be open to parent and entity stakeholders. The Chair and the District Equity, Access, and Engagement officer do not have the obligation to acknowledge anyone or any entity that is requesting a formal presentation, unless that person or entity has made previous arrangements with the Chair or the District Equity, Access, and Engagement officer.

### **Section IX – Dismissal**

Any officer can be dismissed from their position, if they are not fulfilling their duties or if they fail to represent that community in a way that is beneficial to students and families. The majority of votes from the Black Village Family Advisory Committee shall carry out

a dismissal. Committee members can only have three absences during the school year. However, with 2 absences without previous notice, members would lose their positions in the committee.

**Article V – Amendments**

The bylaws of Black Village Family Advisory Committee shall be reviewed annually for the purpose of keeping them up to date and may be amended at any time by the Black Village Family Advisory Committee with a two-thirds vote, provided that the amendments are consistent with the responsibilities assigned to the Black Village Family Advisory Committee.

**Article VI – Ratification**

**Adoption: These Bylaws are hereby approved by the Black Village Family Advisory Committee and the Hillsboro School District.**

In witness thereof:

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**Chair, Black Village Family Advisory Committee**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Vice Chair, Black Village Family Advisory Committee**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Hillsboro School District Equity, Access, and Engagement Officer**

\_\_\_\_\_

**Date**