

October 24, 2018

AMEND BOARD REPORT 12-0523-ED7
ADOPT BY-LAWS FOR THE
TITLE I PARENT INVOLVEMENT ADVISORY BOARD OF GOVERNORS

THE CHIEF EXECUTIVE OFFICER RECOMMENDS:

That the Board adopt revised By-Laws to govern the operation of the Title I Parent Involvement Advisory Board of Governors.

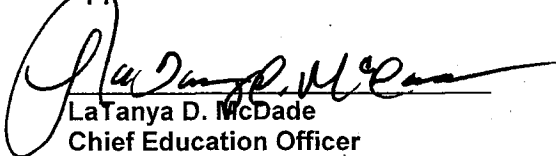
DESCRIPTION: On August 22, 2007, the Board adopted a Resolution approving the formation of an NCLB Title I Parent Involvement Advisory Board (Board Report 07-0822-RS4) for purposes of facilitating compliance with various requirements of the No Child Left Behind Act ("NCLB"), which is now known as the Every Student Succeeds Act ("ESSA").

Pursuant to this Resolution, the parent advisory body shall operate under by-laws approved by the Board which were adopted under Board Report 07-0822-RS4 and amended under 12-0523-ED7.

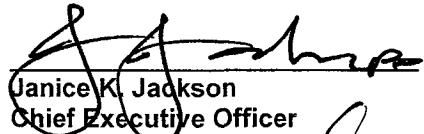
On October 24, 2018, the Board adopted amendments to the Resolution forming this parent advisory body to replace NCLB terminology with ESSA, to re-name this advisory group as the Title I Parent Board of Governors and to revise the District office identified to support the advisory group's operations as the Office of Family and Community Engagement in Education (FACE2). Pursuant to this Resolution, the Title I Parent Involvement Advisory shall operate under revised by-laws approved by the Board.

The Board now wishes to adopt revised by-laws that will govern the operation of the Title I Parent Involvement Advisory Board of Governors are attached to this Board Report and will supersede anything to the contrary in the amended Resolution that approved the formation of this advisory body.

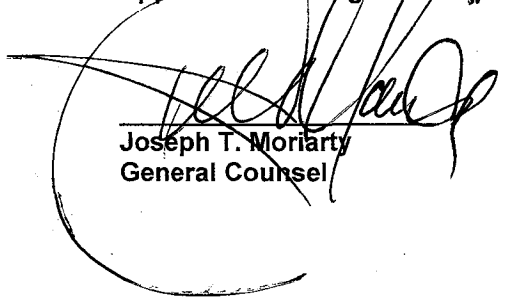
Approved for Consideration:


LaTanya D. McDade
Chief Education Officer

Respectfully Submitted:


Janice K. Jackson
Chief Executive Officer

Approved as to Legal Form:


Joseph T. Moriarty
General Counsel

**TITLE I PARENT INVOLVEMENT ADVISORY BOARD OF GOVERNORS
BY-LAWS**

ARTICLE I – NAME AND AUTHORITY

Section 1. Name. The name of this advisory board established by the Chicago Board of Education (“Board”) under Board Report 07-0822-RS4, as amended under Board Report 18-1024-RS1 shall be the Title I Parent Board of Governors (“PBG”) Parent Involvement Advisory Board (“PIAB”).

Section 2. Authority. The PBG PIAB and these by-laws are created to fulfill the obligations of the Every Student Succeeds Act (ESSA) No Child Left Behind Act (“NCLB”), particularly Section 1116 4448 of ESSA NCLB. All implementation of these by-laws and operation of the PBG PIAB shall be intended to comply with ESSA NCLB, related regulations and mandates from the U.S. Department of Education (“USDE”) and the Illinois State Board of Education (“ISBE”). These by-laws may be amended upon approval of the Chicago Board of Education.

ARTICLE II – GOVERNANCE

Governance. These by-laws and the guidelines ~~to be prepared by the Office of Family & Community Engagement in Education (“FACE2”) Office of Local School Council Relations~~ shall govern the operation of the PBG PIAB.

ARTICLE III – MEMBERSHIP

Section 1. Membership. Members of the PBG PIAB must be parents, as defined herein, of students participating in Chicago Public Schools (“CPS”) ESSA NCLB Title I programs. This includes all parents of students enrolled in an ESSA NCLB Title I Schoolwide program, as well as parents of students identified for ESSA NCLB targeted assistance programs, as defined by ESSA NCLB. Members shall certify their status as a CPS ESSA NCLB Title I parent at the time of their nomination and again during their membership term by completing a recertification form prepared and distributed by FACE2 the Office of Local School Council Relations.

“Parent” includes the natural and adoptive parent whose parental rights have not been terminated by any legal process, legal guardian appointed pursuant to a legal proceeding, and other persons standing in loco parentis, such as a grandparent or step-parent, with whom the child resides and who shows evidence of being legally responsible for the child’s daily welfare. This may include persons exercising legal custody as defined in 105 ILCS 5/10-20.12b, such as short term guardians and adults demonstrating that they have assumed and are exercising legal responsibility for the child and are providing a regular fixed night-time abode for the child for purposes other than to have access to the educational programs of the district.

FACE2 the Office of Local School Council Relations shall make the determination of who qualifies as a CPS ESSA NCLB Title I Parent for purposes of PBG PIAB membership. The determination will be based on factual circumstances of the person claiming Parent status, including whether the child resides with them, what financial support they are providing the child, whether they are providing daily care for the child, and whether they are making daily decisions regarding the care and welfare of the child.

Section 2. Number of Members. The membership of the PBG PIAB shall consist of ~~two members nominated from each of the five Collaboratives, 12 members who will represent the geographic regions identified by FACE2 in the guidelines as well as two additional members~~ and a Chair identified by FACE2 the Office of Local School Council Relations from among any of the ESSA NCLB Title I parents in the district, for a total of thirteen members, appointed by the Board. No school shall have more than one parent member serving on the PBG PIAB at any one time.

Section 3. Nomination Process. FACE2 the Office of Local School Council Relations will recommend candidates for appointment to the Board. Principals from CPS ESSA NCLB Title I schools shall assist

~~FACE2 the Office of Local School Council Relations~~ in their recommendations by nominating potential parent representatives from their school based upon guidelines issued by ~~FACE2 the Office of Local School Council Relations~~. ~~FACE2 the Office of Local School Council Relations~~ will then recommend 12 members and a thirteenth member to serve as Chair from those nominated, considering the following criteria: racial and ethnic diversity; geographical diversity; ESSA NCLB Title I parent status; and representation of high schools and elementary schools as well as schools with both larger and smaller ESSA NCLB Title I programs.

For the ~~2007-2008~~ 2018-2019 school year, nominations made by the principals and recommendations made by ~~FACE2 the Office of Local School Council Relations~~ shall be forwarded to the Board for appointment in the ~~Fall~~ Winter. Each school year thereafter, nominations shall be made by principals in the spring and appointments will be made by the Board prior to July 1st.

Section 4. Length of Term. Beginning in the ~~2007-2008~~ 2018-2019 school year, the length of term of those PBG PIAB members appointed by the Board ~~from~~ shall be as follows: member terms clusters 1, 3 and 5 in September, 2007, begins immediately upon appointment and for members representing one half of the geographic regions identified in the guidelines their term will end on June 30, 2020 ~~June 30, 2009~~, a 1.5 year term, and the remaining member terms including the Chair shall end on June 30, 2021, a 2.5 year term. All other terms of office, including members from clusters 2, 4 and 6 and the Chair appointed by the Board ~~September, 2007~~, shall begin immediately upon appointment and end on June 30, 2010. Thereafter ~~Beginning July 1, 2012~~, all members shall serve two one-year terms, with terms commencing on July 1st. Memberships shall be staggered, so that half of the geographic regions are nominating new members each year. Members are limited to two one terms.

Section 5. Termination. Members of the PBG PIAB must continue to be a CPS ESSA NCLB Title I parent or will be removed from the PBG PIAB. Contested removals shall be decided pursuant to Board procedures for the removal of Local School Council members contained in Board Rule 6-28, Sections D and E.

Any member who misses three consecutive regularly scheduled meetings of the PBG PIAB, or five regularly scheduled meetings of the PBG PIAB within their term, will be removed as a member of the PBG PIAB by ~~FACE2 the Office of Local School Council Relations~~ after written notice is provided.

Any member who wishes to resign from the PBG PIAB during his or her term shall submit a written resignation to the Chair of the PBG PIAB.

Section 6. Replacement of Vacancies. Vacancies of members shall be filled by the Board from among CPS ESSA NCLB Title I parents, with consideration given to the geographic region Collaboratives which the member represents and the racial, ethnic, geographic and other factors considered in any outgoing/ departing member's nomination and appointment. The same nomination process to identify new members identified in the guidelines shall be followed for vacancies, ~~with the principal nominating parents by means of the guidelines issued by the Office of Local School Council Relations, and~~ ~~FACE2 the Office shall~~ recommending persons to the Board for appointment.

Section 7. Meetings. The PBG PIAB shall meet monthly unless after consultation with FACE2 otherwise determined by a majority of members determine an alternate schedule. The times of the meetings shall be set by the PBG PIAB at their first meeting of the year, pursuant to ~~FACE2 the Office of Local School Council Relations~~ guidelines, and shall be set so as to maximize CPS ESSA NCLB Title I parent participation. However, the inaugural ~~2019~~ meeting of the PBG PIAB will take place in ~~October 2007~~ Winter 2019 with the date and time established by ~~FACE2 the Office of Local School Council Relations~~. After the ~~2018-2019~~ 2007-2008 school year, meeting schedules shall be prepared one year by the PBG in advance of the next school year so that notice of the dates can be provided to parents district-wide. Special meetings of the PBG PIAB shall be called, as needed, by the Chair.

Section 8. Notice. Notice of PBG PIAB meetings shall be provided in accordance with the Opening Meetings Act ("OMA"). Additional measures shall be taken to ensure as many Title I parents receive notice of PBG PIAB meetings as possible. These measures may include posting notice of the meetings on the CPS web site and the FACE2 Parent University web site, posting a schedule of meetings at CPS ESSA NCLB Title I schools, including meeting dates and times on the Board's calendar, advertising meetings at regularly scheduled principal meetings of the Collaboratives, and providing notice to parents during Report Card Pick-up.

Section 9. Participation. All meetings shall be open to the public, in accordance with the OMA. A time for public participation shall be provided at each meeting. Persons wishing to present during public participation must state their name, whether they are a CPS ESSA NCLB Title I parent, and, if so, the name of the school their child attends. Comments from CPS ESSA NCLB Title I parents will be codified in written minutes and factored into discussions and decisions and recommendations of rendered by the PBG PIAB. FACE2 the Office of Local School Council Relations shall transmit the written PBG minutes to the Board along with any decisions or recommendations made by the PBG PIAB. If deemed necessary by FACE2 the Office of Local School Council Relations, the written minutes of PBG PIAB meetings along with any decisions and recommendations rendered and related documentation shall also be submitted to USDE or ISBE for demonstration of compliance with ESSA NCLB.

Section 10. Operation of Body. The PBG PIAB is an advisory body. However, since the Board wishes to obtain the opinion of a representative sampling of CPS ESSA NCLB Title I parents, the PBG PIAB shall only have a quorum if six (6) members are present. The PBG PIAB may still convene a meeting, and may take public comment from Title I parents and hear presentations from Board staff, if less than six (6) members are present.

The PBG PIAB may take an official position on issues if the members wish to do so, or if requested to do so by the Board; in this case, an affirmative vote of the members present at the meeting shall determine the outcome of the issue under discussion, provided that there are six or more. Each member shall have one vote and proxy voting is not permitted. If the Board, through FACE2 its Office of Local School Council Relations, requests consultation of the PBG PIAB on particular issues, the members shall provide their opinions and a record of the opinions expressed by CPS ESSA NCLB Title I parents during public comment, including those disagreeing with the Board's proposed plan of action. All such opinions shall be documented by FACE2 Office of Local School Council Relations staff and reported to the Board.

Section 11. Compensation. Members shall serve without compensation and without reimbursement of any expenses incurred in the performance of their duties.

ARTICLE IV – OFFICERS

Section 1. Officers. The officers of the PBG PIAB shall be the Chair (appointed by the Board), and the Vice Chair (appointed by the Chair elected by the PBG membership) and the Secretary (elected by the PBG membership).

Section 2. Chair. The Chair shall preside at all meetings. He or she has authority to call special meetings and direct FACE2 its Office of Local School Council Relations to post official notice of these special meetings, per Article III. The Chair shall have general supervision, direction, and control of the business of the PBG PIAB and shall perform all duties of the office.

Section 3. Vice Chair. The Vice Chair shall preside at all meetings during the absence of the Chair, and during that time, shall have general supervision, direction, and control of the business of the PBG PIAB and shall perform all duties of the office.

Section 4. Secretary. The Secretary shall provide PBG administrative and recordkeeping functions including, but not limited to the following: (a) take written minutes at all meetings and shall provide for PGB approval written minutes of the prior meeting; (b) work with FACE2 staff to post the public notice and agenda of all meetings in accordance with the Open Meetings Act; (c) work with the Chair to prepare all

necessary documents for meetings; (d) draft all official correspondence of the PBG under the direction of the Chair or Vice-Chair, in the Chairperson's absence; and (e) archive all meeting artifacts and maintain a physical records of all agendas, sign-in sheets and approved minutes.

Section 4 5. FACE2 Administrative Support. Staff of FACE2 the Office of Local School Council Relations shall provide administrative support to PBG officer and coordinate with the Secretary to maintain electronic copies of all PBG official records including but not limited to meeting notices assist the Chair, and Vice Chair by preparing notice and agenda materials for PBG PIAB meetings, approved keeping minutes of PBG PIAB meetings to be approved by the PIAB, registering the names and terms of PBG PIAB members and collecting their required annual CPS ESSA NCLB Title I parent status certifications, and performing any and all other administrative functions necessitated by the PBG PIAB or the requirements of ESSA NCLB.

ARTICLE V – ADVISORY FUNCTION

Advisory Function. The PBG PIAB will serve in an advisory capacity to the Board pursuant to ESSA NCLB Section 4448 1116(e)(12). The Board, through FACE2 its Office of Local School Council Relations, shall annually consult with and involve the PBG PIAB, and Title I parents through their participation in PBG PIAB meetings, on matters requiring parental input pursuant to ESSA NCLB, including the planned expenditure of parent involvement funds and the allocation of such funds to the ESSA NCLB Title I schools, the annual review of the content and effectiveness of the Board's ESSA NCLB Parental Involvement policy, the Local Educational Agency Plan required by ESSA NCLB, the Board's process of school review and improvement under ESSA NCLB, and the Local Educational Agency grant application detailing the proposed use of ESSA NCLB Title I funds for the year.

The PBG PIAB may be asked to advise the Board, through FACE2 the Office of Local School Council Relations, on other issues related to ESSA NCLB, such as ESSA NCLB Title I programming, working with parents to increase student academic achievement, the operation of district Parent Universities Resource Centers, and the offering and scheduling of parent workshops and conferences.

The PBG PIAB may also serve as a liaison between the Board and its CPS ESSA NCLB Title I parents, and opine on potential parent receptiveness to or effectiveness of Board policies and/or programs. In such capacity, the PBG PIAB is authorized to seek periodic presentations and updates from district staff in order for the PBG PIAB to provide opinions on planned or ongoing projects and/or programming and/or operations. The PBG PIAB will be periodically updated on new or revised Board policies and rules.

Comments, opinions and votes of the PBG PIAB shall be advisory only and not binding on the Board.

FACE2 the Office of Local School Council Relations will serve as liaison between the Board staff and the PBG PIAB, ensuring that the appropriate persons are identified and scheduled to present to the PBG PIAB on topics requested by the PBG PIAB or the Board. FACE2 the Office of Local School Council Relations will also ensure that the PBG PIAB members are provided with information regarding programs affecting parents where feasible.

The PBG PIAB shall not have jurisdiction over school parent involvement bodies or Local School Councils.

ARTICLE VI – GENERAL PROVISIONS

Rules of Order. The rules contained in the current edition of Robert's Rules of Order shall govern the meetings of the PBG PIAB. Rules shall be applied with flexibility.