

**ADOPT BY-LAWS FOR THE
TITLE I PARENT INVOLVEMENT ADVISORY BOARD**

THE CHIEF EXECUTIVE OFFICER RECOMMENDS:

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

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"). Pursuant to this Resolution, the Title I Parent Involvement Advisory Board shall operate under by-laws approved by the Board.

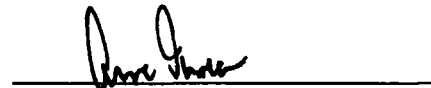
The by-laws that will govern the operation of the Title I Parent Involvement Advisory Board are attached to this Board Report.

Approved for Consideration



Barbara J. Eason-Watkins
Chief Education Officer

Respectfully Submitted,



Arne Duncan
Chief Executive Officer

Within Appropriation:



Pedro Martinez
Chief Financial Officer

Approved as to Legal Form: 



Patrick J. Rocks
General Counsel

TITLE I PARENT INVOLVEMENT ADVISORY BOARD 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 shall be the Title I Parent Involvement Advisory Board (“PIAB”).

Section 2. Authority. The PIAB and these by-laws are created to fulfill the obligations of the No Child Left Behind Act (“NCLB”), particularly Section 1118 of NCLB. All implementation of these by-laws and operation of the PIAB shall be intended to comply with 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 Local School Council Relations shall govern the operation of the PIAB.

ARTICLE III – MEMBERSHIP

Section 1. Membership. Members of the PIAB must be parents, as defined herein, of students participating in Chicago Public Schools (“CPS”) NCLB Title I programs. This includes all parents of students enrolled in an NCLB Title I Schoolwide program, as well as parents of students identified for NCLB targeted assistance programs, as defined by NCLB. Members shall certify their status as a CPS 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 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.

The Office of Local School Council Relations shall make the determination of who qualifies as a CPS NCLB Title I Parent for purposes of 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 PIAB shall consist of two members nominated from each of the six Clusters, as well as a Chair identified by the Office of Local School Council Relations from among any of the 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 PIAB at any one time.

Section 3. Nomination Process. The Office of Local School Council Relations will recommend candidates for appointment to the Board. Principals from CPS NCLB Title I schools shall assist the Office of Local School Council Relations in their recommendations by nominating potential parent representatives from their school based upon guidelines issued by the Office of Local School Council Relations. The Office of Local School Council Relations will then recommend 12 members from those nominated, considering the following criteria: racial and ethnic diversity; geographical diversity; NCLB

Title I parent status; and representation of high schools and elementary schools as well as schools with both larger and smaller NCLB Title I programs.

For the 2007-2008 school year, nominations made by the principals and recommendations made by the Office of Local School Council Relations shall be forwarded to the Board for appointment in the Fall. 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 school year, the length of term of those PIAB members appointed by the Board from clusters 1, 3 and 5 in September, 2007, begins immediately upon appointment and will end on June 30, 2009. All other terms of office, including members from clusters 2, 4 and 6 and the Chair appointed by the Board in September, 2007, shall begin immediately upon appointment and end on June 30, 2010. Thereafter, all members shall serve two-year terms, with terms commencing on July 1st. Memberships shall be staggered, so that half of the clusters are nominating new members each year. Members are limited to one term.

Section 5. Termination. Members of the PIAB must continue to be a CPS NCLB Title I parent or will be removed from the 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 PIAB, or four regularly scheduled meetings of the PIAB within their two year term, will be removed as a member of the PIAB by the Office of Local School Council Relations after written notice is provided.

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

Section 6. Replacement of Vacancies. Vacancies of members shall be filled by the Board from among CPS NCLB Title I parents, with consideration given to the cluster 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 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 the Office recommending persons to the Board for appointment.

Section 7. Meetings. The PIAB shall meet four times a year at a minimum on the second Tuesday of September, December, March and May, unless otherwise determined by a majority of members at the September meeting. The times of the meetings shall be set by the PIAB at their first meeting of the year, pursuant to the Office of LSC Relations guidelines, and shall be set so as to maximize CPS NCLB Title I parent participation. However, the inaugural meeting of the PIAB will take place in October 2007 with the date and time established by the Office of LSC Relations. After the 2007-2008 school year, meeting schedules shall be prepared one year in advance so that notice of the dates can be provided to parents district-wide. Special meetings of the PIAB shall be called, as needed, by the Chair.

Section 8. Notice. Notice of 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 PIAB meetings as possible. These measures may include posting notice of the meetings on the CPS web site, posting a schedule of meetings at CPS NCLB Title I schools, including meeting dates and times on the Board's calendar, advertising meetings at regularly scheduled meetings of the clusters, 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 NCLB Title I parent, and, if so, the name of the school their child attends. Comments from CPS NCLB Title I parents will be codified in written minutes and factored into discussions and decisions rendered by the PIAB. The Office of Local School Council Relations shall transmit the written minutes to the Board along with any decisions or recommendations

made by the PIAB. If deemed necessary by the Office of Local School Council Relations, the written minutes of 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 NCLB.

Section 10. Operation of Body. The PIAB is an advisory body. However, since the Board wishes to obtain the opinion of a representative sampling of CPS NCLB Title I parents, the PIAB shall only have a quorum if six (6) members are present. The 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 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 its Office of Local School Council Relations, requests consultation of the PIAB on particular issues, the members shall provide their opinions and a record of the opinions expressed by CPS 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 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 PIAB shall be the Chair (appointed by the Board) and the Vice Chair (appointed by the Chair).

Section 2. Chair. The Chair shall preside at all meetings. He or she has authority to call special meetings and direct the 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 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 PIAB and shall perform all duties of the office.

Staff of the Office of Local School Council Relations shall assist the Chair and Vice Chair by preparing notice and agenda materials for PIAB meetings, keeping minutes of PIAB meetings to be approved by the PIAB, registering the terms of PIAB members and collecting the required annual CPS NCLB Title I parent status certifications, and performing any and all other administrative functions necessitated by the PIAB or the requirements of NCLB.

ARTICLE V – ADVISORY FUNCTION

Advisory Function. The PIAB will serve in an advisory capacity to the Board pursuant to NCLB Section 1118 (e)(12). The Board, through its Office of Local School Council Relations, shall annually consult with and involve the PIAB, and Title I parents through their participation in PIAB meetings, on matters requiring parental input pursuant to NCLB, including the planned expenditure of parent involvement funds and the allocation of such funds to the NCLB Title I schools, the annual review of the content and effectiveness of the Board's NCLB Parental Involvement policy, the Local Educational Agency Plan required by NCLB, the Board's process of school review and improvement under NCLB, and the Local Educational Agency grant application detailing the proposed use of NCLB Title I funds for the year.

The PIAB may be asked to advise the Board, through the Office of Local School Council Relations, on other issues related to NCLB, such as NCLB Title I programming, working with parents to increase

student academic achievement, the operation of district Parent Resource Centers, and the offering and scheduling of parent workshops and conferences.

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

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

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

The 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 PIAB. Rules shall be applied with flexibility.