

BYLAWS of the DISTRICT ACCOUNTABILITY COMMITTEE of Douglas County School Districts (DCSD) RE-1

Article I. Name

The name of the school district accountability committee within the Douglas County School District RE-1("school district") shall be the "District Accountability Committee," hereinafter referred to in these Bylaws as the "DAC."

Article II. Purpose of the DAC

The purpose of the DAC is to focus on the duties and powers assigned to it through Colorado statute, including but not limited to, making recommendations to the Board of Education on priorities for spending school district funds; advising the Board of Education on the preparation of any school district performance plans; reviewing charter school applications; providing input and advisory recommendations concerning the development and use of assessment tools for the purpose of measuring and evaluating student academic growth; and, addressing such other matters as authorized by Colorado law.

Article III. Powers and Duties and Responsibilities

Section 3.01 Spending Priorities. To recommend to the Board priorities for spending School District moneys. Whenever the DAC recommends spending priorities, it shall make reasonable efforts to consult in a substantive manner with the school accountability committees of the School District. The Board shall consider the DAC's recommendations in adopting the School District budget for each fiscal year. *Reference: C.R.S. § 22-11-302(1)(a).*

Section 3.02 Performance. To submit recommendations and advise the school board concerning the contents of the school district's performance, improvement, priority improvement, or turnaround plan, whichever is required based on the school district's accreditation category as required by state law. *Reference: C.R.S. §22-11-302(1)(b).*

Section 3.03 School Accountability Committees (SAC). In advising and preparing the recommendations described above, the DAC shall make reasonable efforts to consult in a substantive manner with the SACs the school district and shall compile and submit to the Board the school performance, improvement, priority improvement, and turnaround plans submitted by the school accountability committees. *Reference: C.R.S. §22-11-302(1)(b)*.

Section 3.04 Charter Schools. If the Board of Education receives a charter school application, to review the charter application prior to consideration by the school board consistent with requirements of state law. *Reference: C.R.S. 22 -11-302(1)(c); 22-30.5-107(1)*.

Section 3.05 Areas of Issue. To cooperatively determine with the school board, at least annually, which areas and issues, in addition to budget issues, that the DAC shall study and concerning which the DAC may make recommendations to the school board. *Reference: C.R.S. 22-11- 302(2)*.

Section 3.06 Development and Assessments. To provide input and recommendations on an advisory basis to the school board and principals concerning the development and use of assessment tools used for the purpose of measuring and evaluating student academic growth as it relates to teacher evaluations through the Performance Evaluation Council. *Reference: C.R.S §22-9-106(1)(e)(II) & 22-11-302(1)(d)*.

Section 3.07 School Principals. To consider input and recommendations from the SAC of each school in the school district to facilitate the evaluation of the school's principal, and make recommendations, upon request of the school board, on the evaluation of principals. *Reference: C.R.S. § 22-11- 302(1)(e)*.

Section 3.08 Performance Evaluation Council. To serve as the school district's advisory Performance Evaluation Council, consulting with the school board as to the fairness, effectiveness, credibility, and professional quality of the licensed personnel performance evaluation system and its processes and procedures and shall conduct a continuous evaluation of said system. *Reference: C.R.S. §22-9-107*.

Section 3.09 School Conduct and Discipline. To provide input to the school board concerning the creation and enforcement of its school conduct and discipline code and consult with the school board regarding the Safe School Plan. *Reference: C.R.S. §22-11-302(1)(f) & 22-32-109.1(2)*.

Section 3.10 Waiver. Should the school board exercise its intent to seek a waiver, to consult with the school board regarding the school board's intent to seek a waiver of statute or state board rules. *Reference: C.R.S. §22-2-117(2) & (6).*

Section 3.11 District Policies. Cooperate with the school board in the creation, adoption and implementation of district policy to support parent engagement in public schools. Specifically, to increase the level of parent engagement in the school district and in the public schools of the school district, especially the engagement of parents of students in the populations described in section C.R.S. § 22-11-301(3), all efforts to be implemented consistent with state and federal law. *Reference: C.R.S. § 22-11- 302(1)(g).*

- (a) The committee's activities to increase parent engagement must include, but need not be limited to:
 - (i) *Publicizing opportunities to serve, and soliciting parents to serve on the DAC and SACs;*
 - (ii) *Assisting the school district in implementing the parent engagement policy adopted by the local school board; and*
 - (iii) *Assisting school personnel to increase parents' engagement with educators, including but not limited to parents' engagement in creating students' READ plans, in creating individual career and academic plans, and in creating plans to address habitual truancy.* *Reference: C.R.S. §22-11-302(1)(g)(I)-(III).*

Section 3.12 Board Priorities. Perform such other duties and responsibilities as assigned by the school board.

Article IV. Membership

The DAC shall have a minimum of eleven (11) voting members selected by the school board and shall at a minimum consist of:

Section 4.01 Parent Representative. At least six (6) parents of students enrolled in a Douglas County School who are not School District employees or related to District employees; at least one of whom is the parent of a child in a charter school. In selecting parents, the school board shall consider geographic diversity and proportional representation for all elementary schools, middle schools, and high schools, as well as representation for populations within the school district consistent with Federal and State law. The number of parents shall comprise the majority of the membership of the DAC;

Section 4.02 Teacher Representative. At least two (2) teachers employed by the school district: At least one (1) teacher shall be from the elementary level; and at least one (1) teacher shall be from the secondary level;

Section 4.03 Principal Representative. One (1) school administrator employed by the school district;

Section 4.04 Community Member Representative. At least one (1) person who is involved in business in the community within the school district boundaries.

Article V. Additional Membership Provisions

Section 5.01 Position. A person may not be appointed or elected to fill more than one of the member positions required. *Reference: C.R.S 22-11-301(2)(a)*.

Section 5.02 Representatives. If the school board chooses to increase the number of persons on the DAC, it shall ensure that the number of parents appointed or elected to the committee exceeds the number of representatives from the group with the next highest representation. *Reference: C.R.S. 22-11-301(2)(b)*.

Section 5.03 Change in status. If a DAC member loses their status under Article IV Section 4.02 and 4.03 (teachers or administrators) above, they shall immediately lose eligibility to serve on the DAC in that capacity.

Section 5.04 Employment Limitation for Voting Members. Reference: C.R.S. § 22-11-301 (2)(c)(I)–(III)

- (a) A parent shall not be eligible to serve on the DAC if he or she is serving on the school board, is employed by, or is a relative of a person who is employed by, the School District, including being employed at a public school of the School District, except as identified in subsection 2 below.
- (b) If the School District makes a good faith effort but is unable to identify a sufficient number of parents to serve on the DAC, the exclusions in sub-section 1 above may be waived.
- (c) As used in this section unless the context requires otherwise, "related" or "relative" means a person's spouse, son, daughter, sister, brother, mother, or father.

Section 5.05 Terms of Members. Members shall serve a two-year term that shall be deemed to commence as of June 30 of the school year of appointment. If the status of a member as parent or community member changes mid-term, they may be allowed to finish their term as though there were no change, with two-third majority vote of the other DAC members and so long as the membership of the DAC complies with the requirements of state law.

Section 5.06 Term Limits. No member shall serve more than three consecutive full terms, plus any balance remaining on an unexpired term if the initial appointment was to fill a vacancy regardless of the capacity in which the member served any of the terms.

Section 5.07 Vacancies. Any vacancy shall be filled by an individual appointed by the school board.

Section 5.08 Resignation. The resignation of any DAC member shall take effect upon receipt of written notice thereof or at such later time as shall be specified in such notice; and, unless otherwise specified therein, the acceptance of such resignation by the DAC shall not be necessary to make it effective.

Section 5.09 Removal. Any DAC member shall be removed upon a conviction, deferred sentence, plea of guilty, or plea of nolo contendere to any offense that constitutes any felony or a misdemeanor crime involving unlawful sexual behavior or unlawful behavior involving children. Any DAC member may be recommended to the school board for removal for failure to attend three regularly scheduled meetings within a six-month period without excuse, or for any other reasons deemed sufficient by a three-fourths majority of the DAC's voting members, not including the member who is subject to the removal vote. Because they are appointed by and serve the Board, DAC members are subject to removal, with or without cause, upon the recommendation of a member of the school board and a majority vote of the school board.

Section 5.10 Representative Capacity. The school board, to the extent practicable, shall ensure that the parents who are recommended for school board appointment to DAC reflect the student populations that are significantly represented in the School District consistent with the requirements of state and federal law. *Reference: C.R.S 22-11-301 (3)*.

Section 5.11 Membership Appointment and Terms. Terms for all members begin on June 30 of the year in which they are appointed.

Article VI. DAC Officers and Responsibilities

Section 6.01 Chairperson:

- (a) Is an elected position.
- (b) Shall be a parent representative.
- (c) Serves a one-year term and may be re-elected for one additional one-year term.
- (d) Sets agenda in collaboration with the Vice-Chairperson and considering any input from DAC membership, sends it to DAC members at least five days in advance of the meeting.
- (e) Presides over the meeting.

- (f) Ensures that the DAC complies with the Bylaws.

Section 6.02 Vice-Chairperson:

- (a) Is an elected position.
- (b) Shall be a parent representative.
- (c) Serves a one-year term, may be re-elected for one additional one-year term, and may be elected such that the Vice-Chairperson will assume the Chairperson's role the following year.
- (d) Participates in setting the agenda with the Chairperson.
- (e) Assumes duties of Chairperson when the Chairperson is absent.
- (f) Assumes the duties of the Chairperson in the event of a resignation and until a successor chairperson is elected.
- (g) Ensures that the DAC complies with the Bylaws.

Section 6.03 Recorder:

- (a) An elected or rotating position in which members volunteer to fulfill the responsibilities for a single meeting.
- (b) Submits meeting minutes for distribution to all DAC members at least 5 days prior to the next meeting.
- (c) Maintains a file containing all DAC business.
- (d) Ensures that the DAC complies with the Bylaws.

Section 6.04 Communications:

- (a) Manages communications for the DAC.

Section 6.05 Staff District Accountability Committee Liaison.

- (a) An employee of the School District appointed by the Superintendent.
- (b) Assists the officers of the DAC to perform their duties as the liaison with school district staff.

Article VII. DAC Officer Election and Other Provisions

Section 7.01 Election and Term of Office. Officers shall be elected by a majority vote of the DAC membership for a term of one year. Individuals may be re-elected for one additional term by a majority of the voting members of the DAC.

Section 7.02 Vacancy. A vacancy occurring in any office shall be filled in a manner determined by a majority vote of DAC membership.

Section 7.03 Resignation. Any officer may resign by giving written notice to the Chairperson or Recorder of the DAC. The resignation of any officer shall take effect upon receipt of notice thereof or at such later time as shall be specified in such notice; and, unless otherwise specified therein, the acceptance of such resignation by the DAC shall not be necessary to make it effective.

Section 7.04 Removal. Any officer may be removed from office by vote of a majority of the voting members of the DAC at any meeting whenever in the DAC's judgment the best interests of the DAC will be served thereby.

Article VIII. Meetings

Section 8.01 Regular Meetings. Regular meetings of the DAC shall be held at least quarterly.

Section 8.02 Schedule. A meeting schedule will be established on or before the first DAC meeting of the year.

Section 8.03 Information. Because the meetings are public, no confidential information shall be discussed at these meetings, unless otherwise provided by law.

Section 8.04 Subcommittees. Subcommittees may be established to meet outside of DAC meeting times to research or study a topic.

Section 8.05 Special Meetings. Special meetings may be called by any officer or at the request of at least four (4) members of the DAC, with a minimum of five (5) days' advance notice given to all DAC members.

Section 8.06 Notice of Meetings. Unless otherwise specifically provided, regular and special meetings shall be preceded by written notice, posted at the School District offices at least 24 hours in advance. The notice shall include the meeting time, location, a description of any matters for which member action may be requested, and a description of the purpose or purposes for which the meeting is called.

Section 8.07 Waiver of Notice. When notice is required to be given to any DAC member under these Bylaws, a waiver in writing signed by the person entitled to that notice, whether before or after the time stated therein, shall be the equivalent of giving such notice. Attendance at any meeting shall constitute a waiver of notice unless the member attends solely to object that the meeting has not been properly called.

Section 8.08 Agendas and Minutes.

- (a) For regular meetings of the DAC, proposed agenda items are to be submitted to the Chairperson at least ten days before the meeting. The DAC may modify the agenda during the meeting, elect to address the topic in the future or decide not to address the topic at any meeting.
- (b) Meeting minutes shall be produced and distributed to members at least five (5) days before the next scheduled meeting. Minutes shall be publicly available following their approval at a subsequent meeting. Additionally, any minutes of any meeting shall be open to public inspection.

Section 8.09 Attendance.

- (a) Members shall contact the Chairperson or Vice-Chairperson if unable to attend a meeting.
- (b) Members who fail to attend three regularly scheduled meetings in a six-month span are subject to removal in accordance with Article VII, Section 7.04.

Section 8.10 Compliance with Colorado's Open Meetings Law. All regular and special meetings shall be open to the public with meeting time and location posted in compliance with Colorado's open meetings law, *C.R.S. § 24-6-401 et seq.*

Section 8.11 Quorum. At any meeting, a quorum shall consist of a majority of the voting members.

Section 8.12 Voting at Meetings. At all meetings, each voting member shall have one vote.

Section 8.13 Participation by Electronic Means. Upon majority vote of the DAC, any member may participate in a meeting by means of telephone conference or similar communications equipment by which all persons participating in the meeting can hear each other at the same time. Such participation shall constitute presence in person at the meeting.

Article IX. Decision-Making Process

Except as otherwise provided for in these Bylaws, decision-making should be done using a consensus model. If consensus cannot be reached, decisions may be put to a vote of the voting members. Decisions by consensus or vote require a quorum of the DAC. To the extent decisions cannot be reached by consensus, the Chairperson or the DAC by majority vote may elect to proceed under the procedural rules set forth in the most recent edition of Robert's Rules of Order.

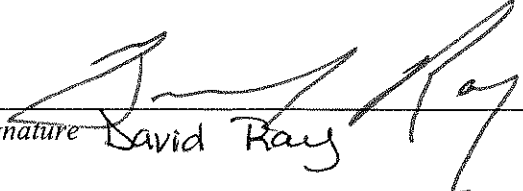
Article X. Amendments

Section 10.01 Articles Not Subject to Amendment. These Bylaws may not be amended, repealed, or altered except by approval of the school board.

Section 10.02 Proposals for Additional Articles and Amendments. Proposals for additional articles and amendments to these Bylaws may be made by the DAC, subject to the following procedures and limitations:

- (a) Proposed additions or amendments must not conflict with other portions of Articles I through X of these Bylaws and must comply with all other guidelines established by the school district.
- (b) Subject to the above, an addition to, amendment, repeal, or alteration of the Bylaws may be proposed at any regular meeting or special meeting of the DAC.
- (c) Members will be provided with notice at least one meeting in advance prior to any meeting in which the DAC will discuss any proposed addition, amendment, repeal, or alteration.
- (d) To be effective, proposed additions or amendments must be approved by the school board.

CERTIFICATE OF BYLAWS I HEREBY CERTIFY that the foregoing are the Bylaws that were adopted on the 27th day of November 2018, by the Board of Education.



Signature David Ray

President

Title