

Window Rock Unified School District No. 8

Tséhootsooí Middle School

P.O. Box 559
Navajo Route 12
Fort Defiance, Arizona 86504

Office: 928.729.6811/6862
Website: www.wrschool.net

Title I Parent Advisory Committee Bylaws SY 2024-2025

Article I - Name

The name of this organization shall be the Tséhootsooí Middle School Title I Parent Advisory Committee (Here in after referred to as the "TMS PAC")

Article II – Mission

To promote a safe learning environment for the students at Tséhootsooí Middle School. (Here in after referred to as the "TMS")

- a) To bring closer the relationship of school and home so that parents and teachers may cooperate intelligently in the education of their children.
- b) To enhance a safe school environment and facilities for the students at TMS that is not otherwise provided in the school operational budget.

Article III – Policies

- a) This organization shall serve as an advocate and supportive voice for the students toward the betterment of conditions for all concerned (*i.e., students, teachers, administrators and/or parents*)

Article IV - Membership and Roles

- a) Parents/Guardians with a child attending TMS shall be recognized members with voting privileges. The voting privileges include making motions, as well as, serving on various committees.
- b) TMS officials shall be considered as advisors to the committee and shall fulfill the following tasks:
 - i. Principal - provide written and verbal report on TMS progress and activities.
 - ii. Parent Educator - shall provide public awareness and informational source for members of the organization, teachers, and the community about school activities.
 - iii. Other school staff - shall provide additional advisement as required for informational purposes.

Article V – Elections of Officers

- a) Officers shall be elected by September of each new school year during a regularly scheduled meeting of the organization by the members present.
- b) The officers of this organization shall be a President, Vice President, and Secretary from Tséhootsooí Middle School.
- c) Officers of this organization shall be elected in the following manner:
 - i. *Nominations for each office will be taken from the floor at the PAC meeting. Only those who have consented to serve shall be eligible for nomination.*
 - ii. *Self nominations are acceptable in verbal or written form.*
 - iii. *The nominee receiving the most votes shall be deemed elected to the respective office.*
- d) Elected Officials shall assume their official duties at the close of the meeting of their election.
- e) Elected Officials shall serve a FULL term of one (1) year until their successors are elected.
- f) A vacancy in any officer position shall be filled for the duration of the unexpired term at the next regularly scheduled PAC Meeting.
- g) Any PAC officer's position shall be declared vacant and eligible for election due to inactivity by the PAC officer for missing two consecutive regularly scheduled PAC meetings.

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Article VI – Duties of Officers

- a) The President shall:
 - i. *Preside over all meetings of the organization.*
 - ii. *Be the primary contact for the Principal and Administration*
 - iii. *Be an ex-officio member of all committees.*
 - iv. *Perform such duties as prescribed in these bylaws.*
 - v. *Coordinate the work of the officers and committees to accomplish objectives.*
- b) The Vice-President shall assist the President and perform the duties in the absence of the President.
- c) The Secretary shall:
 - i. *Record the minutes of all meetings and post copies of the meeting minutes and make available upon request.*
- d) All officers shall perform the duties outlined above as well as any other duties prescribed in these by laws; and such other duties as may be assigned consistent with the bylaws.

Article VII- PAC Executive Board

- a) The PAC Executive Board shall consist of the officers of the organization.
- b) The duties of the executive board committee shall be to:
 - i. *Conduct necessary organization business at regular or special meeting(s).*
 - ii. *Create temporary committees as necessary to carry out the objectives and aims of this organization.*
 - iii. *Present reports, plans, projects, activities, etc. at all PAC meetings.*
- c) The committee will be assisted by the TMS Parent Educator. The Parent Educator will provide assistance to the committee by suggesting and scheduling parent educational opportunities for the members of the committee.

Article VIII – Meetings

- a) The first PAC meeting of the current academic school year will be held in September.
- b) The PAC will hold regular monthly meetings and special meetings. A minimum of twenty-four hours' notice should be given for all meetings and special meetings.
- c) Two (2) officers present at any meeting shall constitute a quorum.
- d) In the absence of the President, the Vice-President will act as the President Pro-temp.

Article IX - Temporary Committees

- a) Temporary Committees shall be established as needed by the organization.
- b) Committee chairpersons shall be issued committee guidelines by the PAC Executive Board.

Article X - Meeting Procedure

- a) The PAC Executive Board shall adopt non-parliamentary procedures which shall govern this organization in all cases in which they are applicable. Parents and the PAC Executive Board would like to keep the procedures open and informal to accommodate and encourage full participation.
- b) A pre-approved agenda will be the subject and guide for each meeting. The agenda will be formed by the PAC Executive committee, the TMS Principal and Parent Educator.
- c) Meetings shall not exceed 6:30 pm.

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Article XI- Amendments

- a) These bylaws may be amended at any regularly scheduled meeting of the organization by a majority vote at any TMS Title I PAC Meeting.

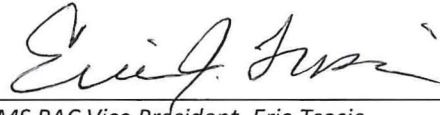
Article XII- Ratification

- a) These bylaws shall be declared adopted by the Tséhootsooí Middle School Title I Parent Advisory Committee when passed by the majority of the members present at a general or special meeting of the committee.
- b) These bylaws are approved by Tséhootsooí Middle School Title I Parent Advisory Committee at a regular meeting held on April 23, 2024.

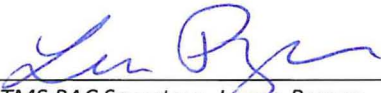
IN WITNESS THEREOF:



TMS PAC President, Marcellena Peshlakai



TMS PAC Vice President, Erie Tsosie



TMS PAC Secretary, Leona Paywa



TMS Principal, Dr. Dave Goldtooth



TMS Parent Educator/Liaison, Alyssa Ashley