



BYLAWS
Of the Nonprofit Corporation known as
Skykomish Valley Indian Education Parent Organization

ARTICLE I – NAME

The name of this corporation is Skykomish Valley Indian Education Parent Organization, representing all Monroe, Snohomish and Sultan School District’s Native American/Alaska Native Students and their families.

ARTICLE II- PURPOSE

The Articles of Incorporation as well as all other legal authorities shall take precedence over these Bylaws. The purpose of the Bylaws is to give direction and guidance to the governing and operation of the Skykomish Valley Indian Education Parent Organization. The Skykomish Valley Indian Education Parent Organization partners with the federally funded Skykomish Valley Indian Education Program. It supplements the federal grant and goes beyond federal grant limitations. The direct purpose of the Skykomish Valley Indian Education Parent Organization is to encourage students to identify with, learn about, and participate in our diverse native cultures. The parent organization will:

- Raise money to develop cultural activities.
- Engage in outreach to the schools by bringing in, and assisting with, Native American/Alaska Native cultural events and assemblies in the schools.
- Promote and assist in the development of historically accurate curriculum in the schools.
- Provide support (monetary, material, labor) for merit and achievement awards, the annual awards banquet, Heritage Day, and other cultural programs and events that are not funded by the Indian Education Federal Grant.
- Promote an alcohol, drug, and tobacco free lifestyle. (Traditional, ceremonial use of tobacco, in the presence of an elder, is supported.)

SVIE Parent Organization also provides outreach activities for the greater community. This serves to educate the community about our organization and what we do, as well as provides fundraising opportunities and involves the community. These events also serve to provide community service volunteer opportunities for our program’s students.

ARTICLE III – MEMBERSHIP

Membership in the Skykomish Valley Indian Education Parent Organization shall be defined as follows:

Section 1 – Eligibility:

- Any parent/guardian of a student who is presently, or was formerly, enrolled in the Monroe, Snohomish, and Sultan School Districts' Indian Education program, and who is interested in the affairs of the Skykomish Valley Indian Education Parent Organization, is eligible for membership.
- Indian Education students (Monroe, Snohomish, or Sultan school districts) who have graduated from high school or who are eighteen or older and continue to be interested in the affairs of SVIE PO.
- The student representative for the federal grant program will also be a member of and serve as representative to the parent organization. The student representative shall pick any Native Student Council officer to serve as an alternate.

Section 2 – Term of Membership:

Term of membership will be one year. New members can register with the program liaison at any time during the year. All members shall renew their memberships by registering with the program liaison each September. Membership forms will be included in the fall newsletter. The president shall send out a welcome letter with the fall newsletter encouraging participation by families of all Native Students.

Section 3 -Annual Membership List:

The program liaison will create and maintain an annual general membership count and list.

ARTICLE IV – OFFICERS

Section 1 – Officers:

The officers of the Skykomish Valley Indian Education Parent Organization shall be a President, a Vice President, a Secretary, and a Treasurer. These officers shall perform the duties prescribed for them in these Bylaws, and in cases not covered in these Bylaws, by the adopted parliamentary authority. There shall be a limit of one adult officer per household.

Section 2 – Elections:

Election of officers and board members shall be held at the annual meeting in May. The elections shall be the showing of hands by the participating members on Heritage Day. Nominations are

accepted at any time up to the elections, ideally in time for a short biography to be circulated in a preceding newsletter.

Section 3 – Term of Office:

Officers shall be elected for a one-year term but may hold the position for more than one consecutive year.

Section 4 – Vacancies:

Vacancies occurring during the term of an officer or board member shall be filled by a majority vote of the Board of Directors at the first regular meeting of the Board after the vacancy occurs. In the event the presidency is declared vacant, the Vice President shall assume that office, and the vacancy will occur in the vice presidency.

Section 5 – Removal:

Any officer or director may be removed from office, either with or without cause, by a majority vote of the members of the Board of Directors at any regular or special meeting of the Board.

ARTICLE V – DUTIES OF OFFICERS

Section 1 - President:

The primary responsibilities of the President is to conduct all meetings of the SVIE Parent Committee, including development of meeting agendas with input from the SVIE Parent Committee members and the Title VI staff. Upon approval of the SVIE Parent Committee, the President will sign SVIE Parent Committee Approval Form, letters, documents, and reports, as necessary. The President will be the SVIE Parent Committee Representative at District and non-District functions. The President may assign various duties to other SVIE Parent Committee members. The President will not have the authority to commit the SVIE Parent Committee to any function without the express approval of the SVIE Parent Committee.

Section 2 – Vice President:

In the absence of the President at an SVIE Parent Committee meeting, the Vice-President will assume the role of the President. The Vice-President will carry out various duties as assigned by the President.

Section 3 – Secretary:

The Secretary, in collaboration with the Indian Education staff, shall record, disseminate, and file the official minutes of the SVIE Parent Committee meetings. He/she will also maintain documents of meeting dates, attendance, and news-release bulletins to parents, via the Facebook page & email. Copies of all documents and minutes are to be provided to the SVIE Parent Committee members when requested. The SVIE Parent Committee Secretary, along with the Program Liaison, shall have the full responsibility to provide copies of the minutes to the Program Advisor.

Section 4 – Treasurer:

The Treasurer will be responsible for all bookkeeping, reports (i.e. providing balance reports at meetings), deposits, writing checks, etc.

ARTICLE VI – BOARD OF DIRECTORS

Section 1- Powers:

The corporate of the Skykomish Valley Indian Education Parent Organization shall be those necessary to effectuate its purpose as set forth in the Articles of Incorporation and these Bylaws, and they shall be vested in the Board of Directors, any four (4) or more of whom shall constitute a quorum for the transaction of business. The Board shall at all times have the power to conduct, manage, and control the affairs, business, and properties of the Skykomish Valley Indian Education Parent Organization.

Section 2 – Composition:

The Board of Directors shall consist of President, Vice President, Secretary, Treasurer, and two (2) to seven (7) Directors. Board members who are not officers shall be elected for a three-year term. Three-year terms shall be staggered so that the terms of approximately one-third (1/3) of the directors shall expire each year.

ARTICLE VII – MEETINGS

Section 1 – Location:

All meetings shall be held within the Skykomish Valley.

Section 2 – Board Meetings:

The Board will meet before or after every regularly scheduled Parent Organization meeting.

Section 3 – Special Meetings:

Special meetings of the Board may be called by the President provided all Directors are notified at least forty-eight (48) hours in advance, naming the subject(s) for such meeting. Four Directors

may call such a special meeting. Four Directors may call such a special meeting in the aforementioned manner.

Section 4 – Quorum Requirement:

No official business will be conducted unless or until a quorum is present.

Section 5 – General Membership Meetings:

Meetings of the general membership may be called from time to time by the Board. Non-registered people may attend meetings but do not have the privilege of voting until they have registered as members (see Article III).

Section 6 – Parent Organization Meetings:

Combined meetings of the parent committee, parent organization and Native Youth Council are held monthly.

ARTICLE VIII – QUORUM

A quorum consists of four (4) Directors present and able to vote.

ARTICLE IX – SUBCOMMITTEES

Section 1 – Standing Subcommittees:

Standing subcommittees may be established at Parent Organization meetings or by the Board of Directors for ongoing projects.

Section 2 – Standing Subcommittees' Tenure:

Members of standing subcommittees tenure shall expire annually on August 31st. The Board of Directors may re-appoint subcommittee members for the following year.

Section 3 – Special Subcommittees:

Special subcommittees may be appointed by the Board to accomplish specific tasks of limited duration.

Section 4 – Subcommittee Appointments:

All subcommittee appointments shall be written in the minutes and signed by the President or Vice President. The minutes shall include specific duties and length of appointment.

ARTICLE X – PARLIAMENTARY PROCEDURE

The rules contained in the current edition of “Roberts’ Rules of Order Newly Revised” shall govern the Skykomish Valley Indian Education Parent Organization in all cases to which they are applicable, and in which they are not inconsistent with these Bylaws and any special rules of order the Skykomish Valley Indian Education Parent Organization may adopt.

ARTICLE XI – BYLAW REVIEW AND AMENDMENT

The bylaws shall be reviewed annually by the board or at the request of any member. Amendments to these Bylaws may be made by a two-thirds (2/3) vote of the Directors. Proposed amendments must be ratified by a majority vote after written notification has been mailed to the listed members, thirty days prior to said vote. Majority consists of majority of registered members in attendance at the Parent Organization meeting.

ARTICLE XII – VOTING

Section 1 – Elections:

Voting for officers and the Board of Directors. See Articles III Section 2 Membership and Article IV Section 2 Elections. One vote per member.

Section 2 – Appeals:

There shall be an appeal process for the general membership to repeal an act by the board of directors that does not meet with general approval. A majority vote of the current membership as determined by the current list kept by the secretary can repeal acts by the Board of Directors.

DISSOLUTION CLAUSE:

Upon dissolution of SVIE PO the assets will be used “to help maintain or further enhance Skykomish Valley Indian Education Parent Organization.” In the event of dissolution, all of the remaining assets and property of the Skykomish Valley Indian Education Parent Organization shall after necessary expenses thereof be distributed to another organization exempt under Section 501(c)(3) of the Internal Revenue Code, or to the Federal government, or state or local government for a public purpose. Distribution of assets will be overseen by the then current combined SVIE/SVIE PO board.

CODE OF CONDUCT

RESPECT: Examples of professional behavior include but are not limited to: Being polite to others; not using derogatory or demeaning terms; behaving in a manner that brings credit to the organization.

Bylaws adopted by a member vote at SVIE Heritage Day, May 26, 2022

EXECUTED IN DUPLICATE AND DATED THIS 26 day of May 2022.


Vice President, Karlyn Roff