



Dropout Recovery Community School Advisory Council Bylaws March 2024

Article I. Name

The Name of the Advisory Council shall be the Dropout Recovery Community School Advisory Council.

Article II. Authority and Purpose

House Bill 33 of the 135th General Assembly directed the Department of Education and Workforce (“Department”) to establish a Dropout Recovery Community School Advisory Council (“Advisory Council”) (ORC 3314.381). The intent of this Advisory Council is to provide a forum for schools, sponsors, operators, and the Department to communicate and collaborate on best practices and improvement to the dropout recovery community school sector.

The Advisory Council will consist of ten (10) voting members in addition to Department staff. All meetings will be public and anyone with an interest in dropout recovery schools is encouraged to attend the Advisory Council meetings.

Article III. Structure and Membership

Section 1: Composition

The Advisory Council will consist of the following members appointed by the Director of the Department of Education and Workforce (“Director of the Department”) as established by Ohio law:

- Two members of the state board of education.
- One employee of the Department works directly with dropout recovery community schools, the dropout prevention and recovery school liaison.
- Seven individuals with experience in dropout recovery community schools, their operator, and their sponsors. These members will represent a diverse cross section of the dropout recovery community school sector in terms of enrollment, programs, learning models, and methods of instruction.
- The Department will provide the Advisory Council with administrative support.

Section 2 Duration of Membership

- Each member will serve a two-year term and may serve an additional two-year term if re-appointed by the Director of the Department.
- If a member does not fulfil his/her term, the vacancy will be filled by the Director of the Department.

- A member may resign from the Advisory Council by giving written notice to the Department. The notice will specify an effective date of resignation, and whenever possible, should be submitted thirty (30) days prior to the effective date of resignation.
- If an Advisory Council member misses three (3) consecutive meetings, the Advisory Council member's seat will be considered vacant and filled by the Director of the Department.
- Advisory Council members appointed by the Director of the Department may be removed by the Director of the Department at any time.

Section 3: Miscellaneous

- Each Advisory Council Member will, at all times, abide by protections to the public embodied in Ohio ethics law, as found in chapter 102 and section 2921 of the Ohio Revised Code, and as interpreted by the Ohio Ethics Commission and Ohio courts.
- A copy of these by-laws was provided to each Advisory Council member, and receipt acknowledged as required by section 102.09(D) of the Ohio Revised Code during the Advisory Council's first meeting.
- Members will not be compensated for their services.
- Advisory Council members will disqualify themselves from participation in any discussion and/or vote in which an Advisory Council member of his/her family has a financial interest (tangible gain) or a personal interest which would affect EMIS Council By-Laws: Page 3 of 6 independence in judgment or action in the performance of the member's duties.

Article IV. Officers

Section 1: General

The Advisory Council will elect a chairperson, a vice-chairperson, and a secretary to serve 2 year terms. The first election will occur at the first Advisory Council organizational meeting on March 26, 2024 and with the following organizational meetings occurring in January of even numbered years.

Section 2: Duties

Chair: the Chair will preside over all meetings and in consultation Department set the Advisory Council's agenda and schedule Advisory Council meetings.

Vice-Chair: the Vice-Chair will assist in facilitating the meetings and handle all duties of the Chair in the Chair's absence.

Secretary: the Secretary will, with the assistance of Department Staff, ensure that minutes are taken and available for public inspection.

Article V. Meetings

Section 1: Regular Meetings

The Advisory Council will hold regular meetings on such dates and at such times as the Chair may from time to time determine. The Advisory Council may, at such regular meetings, perform all such duties and functions and take all such actions authorized in Article VI. The Advisory Council may hold meetings at any location within the State of Ohio.

Section 2: Notice of Meetings

The Advisory Council will require the giving of notices of such a meeting to each member and the public by telephone, e-mail or posting the meeting on the Department website at least forty-eight (48) hours before such a meeting. Such notice will specify the time and place of such meeting and will further specify the purpose for which such meeting is to be held; such notice may state that the purpose for such meeting is the consideration or the action upon any matter which the Advisory Council may properly consider and act upon.

Section 3: Quorum and Voting

At any Advisory Council meeting, a majority of the members appointed to the Advisory Council will constitute a quorum. Action of the Advisory Council on any proposal, question, or matter which comes before the Advisory Council at a meeting at which a quorum is present will require the affirmative vote of no fewer than a majority of the members of the Advisory Council present and voting.

Section 6: Public Meetings

All Advisory Council meetings will be open to the public.

Section 7: Organization of Meetings

Presiding Officer: The Chair of the Advisory Council, or in his or her absence, the Vice-Chair of the Advisory Council, will call all Advisory Council meetings to order and will act as Chair thereof. If the Chair and Vice-Chair are both absent at any meeting, then the members present at such meeting will select a Chair for such meeting.

Order of Business: The Chair will prepare the agenda and the order of business at all meetings of the Advisory Council.

Rules of Order: Advisory Council meetings will be conducted in accordance with these bylaws, or when these bylaws do not address how the action should proceed, in accordance with the determination of the Chair. In making such a determination, the Chair has the discretion to refer to the latest edition of Robert's Rules of Order.

Minutes: The Secretary or designee will keep the minutes of all meetings of the Advisory Council in a designated digital file or minute book and will cause the Advisory Council's minute book to be open to the public for inspection at all reasonable times. The Secretary will furnish to each Advisory Council member a copy of the minutes as soon thereafter as is practical.

Public Participation: at the discretion of the Chairperson, public participation will be an item on the meeting agenda.

Article VI. Responsibilities

The Advisory Council is charged with the following:

- Work collaboratively with the Department to review all existing rules and guidance relating to dropout recovery community schools.
- Represent a variety of stakeholders to communicate interests and concerns of the dropout prevention and recovery community.
- Promote the identification of best practices for dropout prevention and recovery schools.
- Make recommendations to the Department regarding legislative changes related to dropout prevention and recovery schools.

The Advisory Council is advisory in nature and its recommendations will not be binding on the Department.

Article VII. Amendments, Severability and Suspension

Section 1: Amendment and Repeal

These bylaws can be waived, amended, added to, or repealed by a two-thirds (2/3) vote of the Advisory Council members present and voting at any time, subject to the requirements of any applicable law. Unless otherwise provided, any addition, deletion or amendment will take effect immediately upon its adoption.

Section 2: Severability

In the event that any part of these bylaws is found to be in conflict with the Ohio Revised Code or any other law, only portions in conflict will be stricken from the bylaws.

Section 3: Suspension

Any part of these bylaws relating to procedures for the transaction of business, unless otherwise mandated by applicable law, may be temporarily suspended, if implementing such regulation would, under the circumstances constitute a waste of time, be meaningless, be unfair or otherwise impede the lawful transaction of the business of the Advisory Council.