

POLICY LOG – Parent

7000 - Parent Policy

Casa Blanca Community School is committed to fostering an environment of collaboration and participation among parents, families, and community members in school events. It is our policy to actively encourage and facilitate contributions from these groups, recognizing their integral role in achieving our goal of building a strong, effective partnership between our staff, families, and the broader community. This partnership is essential for the successful realization of our educational objectives and the overall enrichment of our students' school experience.

Casa Blanca Community School will schedule an annual Parent Involvement Open House to build effective parental involvement. Casa Blanca Community School will schedule a Title I Annual meeting, and Title VI Public Hearing.

Casa Blanca Community School is committed to maintaining open communication between staff, guardians, and community members. Additionally, the administration, along with the Parent Advisory Committee (PAC), will conduct an annual review of parent policies to ensure they continue to meet the needs of our school community and support effective partnerships.

7001 - Parent/Guardian Communication

The school maintains an open-door policy for parents wishing to visit their child's classroom. Parents are required to schedule their visits in advance through the school office to minimize disruptions to the educational process. Upon arrival, parents must check in at the front desk to receive a visitor's pass.

7002 - Protection of Instructional Time

Casa Blanca Community School (CBCS) emphasizes the importance of maintaining uninterrupted instructional time across all grade levels. To preserve the integrity of the learning environment:

Instructional Time Protection:

Casa Blanca Community School (CBCS) strictly ensures that instructional periods are free from interruptions, including unnecessary announcements or messages from home.

Parental Messages Procedure:

Should parents or guardians need to deliver messages, materials, or other items to their child during school hours, these must be brought to the Casa Blanca Community School (CBCS) office. A designated staff member will be responsible for relaying these items to the classroom at an appropriate time to minimize disruption.

Appointment Scheduling:

Parents and guardians are encouraged to schedule medical and other appointments outside of school hours to avoid impinging on the student's instructional time.

7003 - Parent/Teacher Conferences or Meetings

At Casa Blanca Community School (CBCS), Parent/Teacher conferences are integral to fostering collaborative relationships between educators and families. These conferences are dedicated times designed to discuss both the strengths and areas of improvement for students, providing a strategic platform for parents/guardians and educators to plan and work together effectively.

Conference Scheduling:

- Conferences are scheduled twice during the Casa Blanca Community School academic year.
- Additional conferences may be scheduled for retention considerations, which will take place following the winter break.

Parental Responsibility:

- Parents/guardians are encouraged to come to conferences prepared with a list of questions, comments, and concerns about their child's progress. This preparation enables the teacher to address specific areas of interest or concern effectively, thus maximizing the benefit of the conference.

Teacher Appointments:

- Outside of the scheduled conference times, parents/guardians who wish to discuss their child's progress or any other school-related matters with their child's teacher are required to contact Casa Blanca Community School to arrange an appointment. This ensures that discussions are conducted at a time that is convenient for both the teacher and the parent/guardian, thereby facilitating thoughtful and productive communication.

7004 - Parents Right-to-Know

In accordance with Section 1111(h)(6) of the Elementary and Secondary Education Act (ESEA), known as the "PARENTS RIGHT-TO-KNOW" provision, parents and guardians are entitled to request and obtain detailed information about the professional qualifications of their child's classroom teacher. This right includes access to information regarding:

- Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which they provide instruction.
- Whether the teacher is teaching under emergency or other provisional status where state qualifications or licensing criteria have been waived.
- The baccalaureate degree major of the teacher, along with any other graduate certification or degree held by the teacher, and the fields of discipline of these certifications or degrees.
- Whether the child is provided services by paraprofessionals.

7004.1 - Parents Right-to-Know: Culture Teachers

In alignment with our commitment to educational transparency and community engagement, it is the policy of our school to inform parents and guardians about the qualifications and professional support of culture teachers. Culture teachers dedicated to delivering cultural education receive their qualifications and ongoing professional development through the Tribal Education Department of the Gila River Indian Community. Parents and guardians have the right to know about the specific training, qualifications, and support these educators receive to ensure culturally competent and effective teaching within our curriculum.

This policy is in place to ensure that families are well-informed about the educational standards and cultural integrity upheld by our culture teachers.

7004.2 - Goals/ Achievement Data

The school is committed to providing students in kindergarten through fifth grade with a program designed to foster the development of confidence, fairness, tolerance, and self-reliance. This will be achieved within an environment characterized by patience, understanding, appreciation, justice, and care.

Furthermore, the school will actively engage parents by sharing achievement data, soliciting their input on academic goals, discussing scientifically based instructional practices, and guiding the selection of research-based curriculum materials that align with these goals. This approach ensures a transparent, collaborative, and effective educational process.

7004.3 - Interaction with Board Members

The Casa Blanca Community School (CBCS) Board of Trustees exercises its authority only during officially called meetings, work sessions, or training events. No individual Board member has any authority when acting alone. Therefore, parents are encouraged to address any issues with the Principal first before bringing them to the Board.

Public Participation:

- The Board values the perspectives of the public, including parents, and considers the responsible presentation of these viewpoints essential for the school's effective operation.
- The Board acknowledges its responsibility for the proper governance of the school and emphasizes the importance of conducting business in an orderly and efficient manner.

Procedures for Public Input:

- Any individual wishing to address the Board must complete a "Call to the Public" form and submit it to the Principal before the start of the Board meeting.
- During the "Call to the Public" session, individuals are permitted to speak for up to three (3) minutes.
- The Board will not respond or answer questions during this session but will consider the input for further discussion or action.

7005 - Registration Policy

7005.1 - Enrollment & Legal Documents

At the start of the school year, Casa Blanca Community School requires parents or guardians enrolling a child for the first time to submit the following mandatory documents:

1. Birth Certificate - An original or certified copy must be presented.
2. Certificate of Indian Blood (CDIB) - This must be the original document indicating the blood quantum. For students not registered as members but eligible for enrollment in a Federally recognized Indian Tribe, parents must provide the original document showing blood quantum. Students not eligible for tribal enrollment can still be enrolled in the school but will not qualify for specific school funding.
3. Current Immunization Records - These must be obtained through the Gila River Health Care (GRHC) with a nurse consent form or from a personal healthcare provider.

4. Court Orders - If applicable, any legal documents must be provided.
5. Exceptional Student Services Information - If applicable, documentation such as an Individualized Education Plan (IEP) or 504 Plan must be submitted.

Failure to provide these documents as specified will delay the enrollment process.

7005.2 - Eligibility of Students

Children are required to be five (5) years of age by August 31 of the current school year, to be eligible for enrollment.

For children whose birthdays fall between September 1 and September 30, enrollment will be considered based on demonstrated readiness, availability of space, and upon review and approval by Casa Blanca Community School administration.

7005.3 - Immunization

Casa Blanca Community School (CBCS) enforces a strict immunization policy to ensure the health and safety of all students.

Requirements:

- All students must have current immunizations as mandated by state law to enroll and continue attending school.

Required Immunizations:

- DPT (Diphtheria, Pertussis, Tetanus): Five doses required if the fourth dose was administered before the child's fourth birthday.
- OPV (Oral Polio Vaccine): Four doses required if the third dose was administered before the child's fourth birthday.
- MMR (Measles, Mumps, Rubella): Two doses required, with the first dose given on or after the child's first birthday.
- Varicella (Chicken Pox): One dose required.
- Hepatitis B: A three-shot series.

Collaboration with the Gila River Indian Community Health Department:

- Casa Blanca Community School works closely with the Gila River Indian Community Health Department to ensure compliance with health regulations and to provide a safe learning environment.

Notification and Compliance Procedure:

- Notification of Missing Immunizations: If a student requires additional immunizations after starting school, the parent/guardian will be notified by Casa Blanca Community School regarding the specific inoculations that are missing.
- Compliance Period: Parent(s)/Guardian(s) will have a 30-day period from the date of notification to provide Casa Blanca Community School with evidence that the required immunization has been administered.
- Enforcement of Policy: Should evidence of the immunization is not provided within the 30-day period, the student will be prohibited from attending school until such proof is submitted.

- Absence Policy: Any absences accrued due to non-compliance with the immunization requirement will be recorded as unexcused.

7005.4 - Medical History and Food Allergies

Casa Blanca Community School (CBCS) requires that all parents and guardians complete a medical history form for each child. This form must include detailed information regarding any chronic illnesses or conditions. Based on healthcare provider guidelines, an individual care plan will be created with the school nurse to manage these conditions effectively.

Food and Beverage Allergies:

- Parents and guardians must list any known food and beverage allergies on the medical history form because Casa Blanca Community School provides daily breakfast and lunch for all students.

This policy ensures that Casa Blanca Community School is aware of and can appropriately accommodate each student's medical needs and dietary restrictions, fostering a safe and inclusive school environment.

7005.5 - Media Release

Casa Blanca Community School (CBCS) requires that all students have a Media Release Form on file. This form must indicate parental or guardian permission for the student to participate in any media events. This policy ensures that Casa Blanca Community School respects the preferences of parents and guardians regarding their child's involvement in media-related activities while providing a clear and consistent approach to media participation.

7005.6 - Verify Identity Checking Out Students

Casa Blanca Community School (CBCS) requires that all parents and guardians present an identification card when checking out students. Acceptable forms of identification include a driver's license, tribal identification card, or employee identification.

Checkout Time Restrictions:

- Students cannot be checked out after 2:00 p.m., Monday through Thursday.
- On Fridays, which are early release days, students cannot be checked out after 12:00 p.m. (noon).

7006 - Dress Code

Casa Blanca Community School (CBCS) requires that all parents and guardians ensure their child adheres to the school's dress code policy. The following guidelines apply:

- Bottoms: Students are required to wear pants, shorts, or skirts in either navy or tan colors.
- Tops: Students must wear a polo shirt in black, maroon, or navy. Alternatively, they can wear t-shirts that have been officially created by Casa Blanca Community School.
- Shoes: Students must wear only solid black or solid white shoes. Shoes of any other color are not permitted.
- Jewelry: Students are not permitted to wear jewelry to school.

This policy promotes a uniform appearance that fosters a positive learning environment, minimizes distractions, and protects students' belongings from potential loss or damage, ensuring compliance with the school's dress code requirements.

7007 - Attendance Hotline

Casa Blanca Community School (CBCS) requires that parents or guardians notify the front office or call the attendance hotline each day a student is absent. This ensures accurate attendance records and allows Casa Blanca Community School to provide necessary support for the student's return to school.

This policy promotes effective communication between the school and families while maintaining accountability for student attendance.

7008 - Parents/Guardians that Exhibit Inappropriate/ Concerning Behavior

Casa Blanca Community School (CBCS) prioritizes the safety and well-being of its students and staff. To maintain a secure and appropriate educational environment, the following behaviors are deemed inappropriate and concerning, and are not permitted on school grounds:

- A. Signs of Intoxication: Being under the influence of narcotics or displaying signs of intoxication.
 - B. Aggressive Behavior: Exhibiting belligerence or aggression.
 - C. Threatening Behavior: Engaging in threatening or intimidating actions.
 - D. Gang-Related Behavior: Displaying gang affiliations through appearance, speech, or signage.
 - E. Lewd Behavior: Engaging in sexually inappropriate behavior, wearing revealing clothing, or exhibiting lewd conduct.
 - F. Offensive Language: Using inappropriate or offensive language.
 - G. Inappropriate Clothing: Wearing clothing that promotes drug use, contains offensive language, or displays inappropriate images.
 - H. Possession of Prohibited Items: Carrying weapons, narcotics, or alcohol.
- Individuals found exhibiting any of these behaviors may receive a verbal warning or be asked to leave the campus immediately. Refusal to comply with these directives will result in the Gila River Police Department being summoned to escort the individual off the premises.

Furthermore, Casa Blanca Community School will not release students to any individual who appears to be under the influence of alcohol or narcotics or who has been escorted off campus for any reason listed above. This policy is strictly enforced to ensure the ongoing safety of all students within the school environment.

7009 - Parent/Guardian and Student Compact

Elementary School Community Compact

Casa Blanca Community School

School Year XXXX

We, the Casa Blanca Community School, establish this compact to foster the success of our students. We believe this is accomplished through the planned partnership of parents, families, students, teachers, and administrators. Goals that ensure academic achievement of the state standards; help every student develop a

Casa Blanca Community School Board of Trustees

Approved 5/15/2024

Policy Amended 9/21/2024

Policy Amended Approved 10/02/2024

sense of responsibility and respect of self and others; and provide guidelines for meaningful two-way communication between home and school are guaranteed through the following responsibilities in this agreement.

Teachers will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables our students to meet Arizona academic standards in a trauma informed setting that is respectful of culture and language of the Gila River Indian Community. (See key Academic goals for this school year in your Professional Development Packet). In addition, I will:

Reading/Literacy

- Keep parents informed of the reading and math skills their children are learning, and how they can reinforce these skills at home.
- Guide students in selecting reading materials that match their interests and independent reading levels.

Study habits/Self-directed learning

- Teach students how to study and encourage active listening skills.
- Teach students how to work with others in a respectful manner reflective of the himthag.

Respect/Responsibility

- Model and display responsible decision making and citizenship in all aspects of daily life.
- Maintain appropriate student behavior in the classroom so that all students can learn and be safe.

Community

- Communicate frequently with parents about their children's progress through quarterly report cards, and by notes, phone calls, and e-mails.
- Respond promptly to families' concerns, messages and requests for information.
- Hold parent-teacher conferences, bi-annually, during which this compact will be discussed as it relates to the individual child's achievement.
- Encourage families to participate in school community programs and events.

Teacher Signature _____

Students benefit when adults in their school community are bonded by strong relationships. They recognize that they, too, are partners with their parents and teachers in their success. I will:

Reading/Literacy

- Read regularly for pleasure as well as to learn.
- Ask my family to read with me or read to me 15 minutes each day 5 days a week.

Study habits/Self-directed learning

- Listen to my family, teachers, and others who help me learn, and ask questions when I need help.
- Complete my work on time and in a thorough and legible way.

Respect/Responsibility

- Come to school on time, and ready to learn.

- Always try my best.
- Respect myself and the rights of others.

Community

- Deliver messages from school to home and home to school to help inform my parents and teachers of events and activities that help support my learning experience.
- Encourage my family to participate in events and programs sponsored by my school community (e.g., Open House, Family Nights, Parent-Teacher-Student Conferences.)

Student Signature _____

Parents/Families understand that involvement in their child's education is the number one determining factor in a child's academic success. To make education a top priority in our home, I will:

Reading/Literacy

- Read to or with our child 15 minutes per day 5 days a week.
- Help to reinforce our child's reading and math skills with direction of the teacher.
- Know our child's interests and encourage reading for pleasure.
- Discuss our child's progress in reading and math in ways that show our high expectations.

Study habits/Self-directed learning

- Discuss our child's effort and potential in ways that show high expectations.

Respect/Responsibility

- Make sure our child attends school regularly, is on time, and is prepared to learn.
- Stress the importance of school and classroom behavior expectations in family conversations.
- Encourage my child to demonstrate respect for school personnel, classmates, and school property.

Community

- Communicate promptly with my child's teacher whenever a concern or question arises.
- Respond promptly to my child's teacher or the school regarding requests or information.
- Attend/participate in open house, parent/teacher conferences, Family Nights or other school events.
- Keep contact information current on school file.

Parent Signature(s) _____

Our school helps to strengthen the family-school partnership to enhance student learning through our School Board of Trustees, Parent Advisory Council, Family Nights, parent workshops, classroom visits by parents, and communication about students' progress toward learning standards and state assessments. Family activities are posted on the school's website and distributed through student delivery.

Please read and sign this Compact, then return it to your child's teacher.

Please post your copy in a place that can serve as a reminder of each school community member's responsibilities toward the success of each and every child in our school community. We will refer to this

compact at parent-teacher conferences and meetings that confirm our family-school partnership to enhance our students' learning.

Principal supports and encourages the efforts of all family-school partnerships in this school community.
Principal Signature _____

7010 - Title VI Indian Parent Committee/ Parent Advisory Council (PAC) Bylaws

Bylaws (Adopted from the Bureau of Indian Education)

7010.1 - Name of Entity

The Casa Blanca Community School (CBCS) name of the Indian Parent Committee (IPC) for the Title VI Indian education program, shall be the Parent Advisory Council (PAC). This document will use Parent Advisory Council as it pertains to Casa Blanca Community School and will use Indian Parent Committee (IPC) as it pertains to Title VI.

7010.2 - Purpose

The Parent Advisory Council has been established to involve parents/guardians of the Community in advising Casa Blanca Community School in decision making.

The establishment and the work of the Parent Advisory Council are to comply with the rules and regulations governing Title VI 20 U.S.C. §7401 et seq. In conjunction with home, community, and school support, the Parent Advisory Council will complete the following objectives:

- The Parent Advisory Council will provide information, resources, and opportunities on cultural matters to Casa Blanca Community School.
- The Parent Advisory Council will bring awareness and embrace resources that were created by Indigenous people to encourage cultural ownership of our students.

7010.3 - Powers and Duties

The Parent Advisory Committee and Casa Blanca Community School recognize they must foster a positive and collaborative relationship in order to help facilitate academic success for Native students.

7010.4 - The Parent Advisory Council (PAC) Powers

The Parent Advisory Committee powers shall be:
Meet with the Parent Advisory Council and school staff regularly (at least once a month) to gather information to provide support and advice to Casa Blanca Community School to assist them in understanding and meeting the academic, cultural, and wellness needs of Native American students.

Review the student, parent, and teacher needs assessment survey or questionnaire(s) and Indian pupil assessment results (specifically, hard data concerning student performance or achievement), and provide Casa Blanca Community School with any potential recommendations that align with the mission and vision statements.

7010.5 - The Parent Advisory Council (PAC) Duties

Duties of the Parent Advisory Committee shall be:

- Recommend to Casa Blanca Community School a general plan for the allocation of the Title VI Native American student-generated funding.
- Recommend Title VI EASIE Application Part II Applications and budgets to be forwarded to administration for review and certification.
- Assist Casa Blanca Community School in recruitment of personnel by recommending cultural and academic resources to better meet the needs of Native American students.
- Participate in at least one annual Public Hearing organized and hosted by Casa Blanca Community School.
- Recommend to Casa Blanca Community School curriculum, texts, materials, and methods to be used to better serve the educational needs of American Indian students.
- Provide Casa Blanca Community School with recommendations and solutions about unmet educational needs.
- Assist in providing information and regular reports to respective Indian Tribes, Pueblos, Bands, and other Native communities.
- Have access, in accordance with Casa Blanca Community School confidentiality policies for all reports, evaluations, surveys, and other program and budget-related documents necessary for review, in order to carry out the committee's responsibilities.
- Parent Advisory Council members shall not act or speak on behalf of the entire Parent Advisory Council as an individual; members should only represent their own viewpoint. All Parent Advisory Council members must have prior formal authorization by action (motion recorded in the minutes) to represent or speak on behalf of the Parent Advisory Council.
- The Parent Advisory Council shall exercise its authority only during official Parent Advisory Council meetings.
- Parent Advisory Council members are expected to attend meetings in entirety in order to establish a quorum, fully participate in the discussion, and to cast a vote.
- Parent Advisory Council members shall receive training to gain knowledge and skills of their specific roles and responsibilities.
- The Parent Advisory Council shall have no powers beyond those expressly set forth herein.
- The Parent Advisory Council shall no power to bind any member of the Parent Advisory Council to any debt, liability, or obligation in the absence of an express written authorization from administration.
- In addition, the Parent Advisory Council shall abide by all Casa Blanca Community School official Board Policies and Administrative Procedural Directives, or similar.

7011 - Membership

The Parent Advisory Council will consist at least one of the following members:

- Majority (51%) parents, family members, and/or guardians of Indian children in the local educational agency's schools

- One Teacher or Counselor Representative

IMPORTANT: The overall majority (51%) of the membership must be parents, family members, and/or guardians of Indian children, e.g., the parents, family members, and/or guardians must outnumber the other members of the Parent Advisory Committee.

A Parent is defined as any person who is the parent, guardian, or family member of an American Indian student. The Teacher or Counselor Representative is a person who is employed by Casa Blanca Community School in either a teacher or Counselor position.

7012 - Elections

The election of Parent Advisory Committee members shall be held during an open public meeting announced by the following:

- Email, social media, Microsoft Teams, and Flyer sent home.

Parent Advisory Committee members shall be nominated and elected at this open meeting by parents, family members, and/or relatives of Indian students attending Casa Blanca Community School.

Eligible members shall include:

- Parents of American Indian children attending Casa Blanca Community School.
- Teachers and Counselors employed by Casa Blanca Community School.

7013 - Officer/Member Terms of Office

Parent members will serve multi-year terms. All parent members will serve the Parent Advisory Council so long as their child(ren) are enrolled in Casa Blanca Community School.

The Teacher or Counselor members will serve the Parent Advisory Council as long as she/he is employed as a teacher or Counselor in Casa Blanca Community School.

The Parent Advisory Committee will elect three officers: Chairperson, Vice-Chairperson, and Secretary. The officers will be elected on an annual basis and serve the Parent Advisory Council. The election will take place at an August meeting of the required school year. Officers may serve more than one year.

7014 - Voting Rights

Each member eligible to vote is entitled to one vote on business matters brought to a vote.

There must be a quorum three of Parent Advisory Council members for business to be taken to a vote.

Otherwise, it can only be discussed as old or new business.

7015 - Attendance

All members are required to attend each meeting.

An absence will be excused if member contacts the Parent Advisory Council Chairperson or Vice-Chairperson, and Casa Blanca Community School Administration, twenty-four (24) hours prior to the meeting, or in case of immediate emergency, she/he will not be attending.

7016 - Termination of Membership

Any member may be terminated from membership on the Committee for the following reasons:

- The officer who does not attend regular or special meetings (i.e., work sessions, retreats, and emergency meetings) of the Committee for three (3) annual meetings (unexcused absences). Termination is approved by a majority vote of the Parent Advisory Committee.
- The member no longer wishes to serve as an officer on the Committee and so indicates by submitting a letter of resignation to the Parent Advisory Committee Chairperson or Casa Blanca Community School Administration.
- If an officer does not fulfill his/her member roles and responsibilities in a professional manner consistent with Casa Blanca Community School policies, procedures, and cultural values, the member may be asked to resign from the Parent Advisory Committee by the Chairperson; and
- If a Parent Advisory Committee parent, guardian, or family member's child is no longer enrolled a student; and if a teacher representative no longer works at Casa Blanca Community School.

7017 - Vacancy

If a position of Chairperson should become vacant, the Vice-Chairperson will assume the role of the Chairperson. The Parent Advisory Council shall elect a new Vice-Chairperson from the members of the Parent Advisory Council.

Any vacancy, which occurs on the Parent Advisory Council for any reason shall be filled by an election as provided in Section 7014.42 above, for the remainder of the unexpired term of the member or officer being replaced. The election shall be held as soon as is reasonably practical.

7018 - Officer Elections, Terms, and Duties

The officers of the Parent Advisory Committee will be the Chairperson, Vice-Chairperson, and Secretary.

7018.1 - Elections & Terms of Office

The officers of the Parent Advisory Council shall be elected by a majority vote of the Parent Advisory Council at an August meeting of the required school year. The officers shall serve a one-year term. Officers shall assume their duties immediately upon election.

7018.2 - Chairperson Duties

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

7018.3 - Vice-Chairperson Duties

In the absence of the Chairperson at a Parent Advisory Council meeting, the Vice-Chairperson will assume the role of the Chairperson. The Vice-Chairperson will carry out various duties as assigned by the Chairperson.

7018.4 - Secretary Duties

The Secretary, in collaboration with the Casa Blanca Community School staff, shall record, disseminate, and file the official minutes of the Parent Advisory Council meetings. He/she will also maintain documents of meeting dates, attendance, and news-release bulleting to parents via email, social media, Microsoft Teams, and Flyers sent home. Copies of all documents and minutes are to be provided to the Parent Advisory Council members. The Parent Advisory Council Secretary, along with Casa Blanca Community School Administration, shall have the full responsibility to provide copies of the minutes to the Board of Trustees.

7019 - Parent(s), Guardian(s), and Relative(s) Duties

The Family Representatives shall provide input and advice concerning programs and curriculum related to entity, parents, and students.

7020 - Teacher or Counselor Representative(s) Duties

The Teacher or Counselor Representative(s) shall not serve as an officer. The Teacher or Counselor Representative shall provide input and advice concerning Parent Advisory Council programs and curriculum related to entity, parents, and students.

7021 - Meetings

The Parent Advisory Committee meeting schedules will be developed before the school year starts. The schedule may change with notice to the members of the Parent Advisory Council.

7022 - Meeting Requirements

The Parent Advisory Council Secretary, in collaboration with the Casa Blanca Community School Administration, will email a meeting agenda indicating the agenda items, meeting location date, and time of the meeting to the Parent Advisory Council members at least one week before the meeting.

7023 - Regular Meetings

Regularly scheduled business meetings will be held on the first and third Tuesday of every month unless otherwise noted in the school calendar. A pre-determined time and place will be established. All official meetings with the Parent Advisory Committee will be open to the public.

The open meetings will be advertised at community-based facilities, via social media and Gila River Indian News.

7024 - Special Committees

The Parent Advisory Council may establish an Ad Hoc Committee, which shall consist of appointed Parent Advisory Council and non-Parent Advisory Council members. Ad Hoc Committees shall be established as needed. All final decisions are reserved for the Parent Advisory Council and will be reported there.

7025 - Quorum

Three Parent Advisory Council members shall constitute a quorum to conduct official business and vote at any duly called meeting by the Parent Advisory Council. Decisions made by the members present at any meetings shall be an act of the Parent Advisory Council.

The Teacher/Counselor members will count as part of the Parent Advisory Council quorum. Members will wait no more than fifteen (15) minutes for a quorum to be present. Parent Advisory Council members present may then conduct a working session.

7026 - Meeting Rules of Order

A version of Robert's rules of order shall govern the parliamentary procedures of all meetings of the Parent Advisory Council, not otherwise covered by these Bylaws. Training in selected meeting guide and parliamentary procedures will be provided as needed to newly elected members.

7027 - Agenda and Minutes

An agenda for each upcoming Parent Advisory Council meeting and minutes of the previous meeting shall accompany the notice of the meeting and shall be sent to all members of the Parent Advisory Council. Any information supporting agenda items will also be forwarded before the meeting. Casa Blanca Community School administration and the Parent Advisory Council shall coordinate the dissemination of agenda, minutes, and information.

The Parent Advisory Council may recommend updates or amendments to these Bylaws to the CBCS Board of Trustees.