

KEDC Special Education Advisory Board By-laws

Article I – Name

The name of this body shall be the KEDC Special Education Advisory Board (SEAB) (herein referred to as “the Board”).

Article II – Purpose

Major responsibilities of the Board are as follows:

1. Advise of needs in the education of children with disabilities;
2. Participate in the development of priorities and strategies for meeting the identified needs of children with disabilities;
3. Assist the special education cooperative in interpreting plans to the community for meeting the special needs of children with disabilities for educational services;
4. Provide guidance for professional learning offered by the special education cooperative
5. Review regional data and make suggestions for improving the performance of students with disabilities.

Article III – Membership

1. Number

Membership of the Board shall be limited to five local directors of special education in the KEDC Special Education Region. Other membership, invited on an as needed basis, may include representatives from public or private agencies, parents or community members.

2. Appointment of Members

There shall be a standing membership subBoard consisting of the Regional Directors of Special Education. Members will be nominated and elected by the subBoard.

In making its recommendations, the membership subBoard shall strive to maintain diversity by considering the geographical location of the prospective member’s residence, the area of expertise he/she represents, and the prospective member’s gender and ethnicity. Prior to nomination, persons will be advised responsibilities.

3. Consultants

The KEDC Special Education Staff may serve as consultants to the Board when requested.

4. Secretary/Administrative Assistant

The KEDC Secretary/Administrative Assistant to Special Education will keep minutes of the Board meetings; and see that the minutes are made available to Board members in a timely fashion.

5. Term of Active Members

Active members shall serve for three-year terms.

6. Vacancies

When a vacancy arises the KEDC Director of Special Education will appoint, in conjunction with the board, a new active member.

7. Absences

Members are required to attend all meetings in a school year with no unexcused absences. With an unexcused absence, the person may no longer be a member of the Board. A record of attendance shall be kept by the KEDC Director of Special Education.

Article VI – Meetings

Frequency of regular meetings

The Board shall meet no less than two times yearly. A calendar of meeting topics and places for the year shall be drawn up by the KEDC Director of Special Education. One meeting annually shall be designated to review the annual application for special education cooperative funding.

Notice

Notice of regular meetings, along with the minutes from the previous meeting and any information necessary for member review before the meeting, shall be sent to each member in a reasonable amount of time prior to the scheduled meeting date except in unforeseen circumstances.

Open Meetings

All regular meetings of the Board shall be open to the public.

Article VII – Quorum

A minimum of three active members shall constitute a quorum.

Article VIII – Rules of Order

Robert’s Rules of Order, revised, shall govern the conduct of the Board’s meetings and other procedural matters, to the extent that such rules are applicable and not inconsistent with the provisions of these bylaws.

Adopted: _____

KEDC Director of Special Education: _____

Vonderheide, Tammy

From: Little, Stephanie
Sent: Monday, February 24, 2020 6:05 PM
To: White, Terri; Vonderheide, Tammy
Subject: KEDC DoSE Advisory Board By-laws
Attachments: KEDC Special Education Advisory Board By Laws FINAL.docx

Hi Terri and Tammy,

I need to have the KEDC Directors of Special Education Advisory Board By-laws reviewed and approved by the board. I have

Thank you,
Stephanie Little
Special Education Director
KEDC
904 West Rose Road
Ashland, KY 41102
Phone: 606-929-2216
Cell: 606-356-3648
Fax: 606-929-2116
www.kedc.org



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