

## **Diversity, Equity, and Inclusion (DEI) Committee Charter 2022-2023**

Chair: Michele Johnson, Board Member  
Members: Hillary Austin, Superintendent  
Ruth Bruning, Board Member  
Jay Hillman, Director of Student Services  
Gerald Holleran, Board Member  
Sara Lattin, Board President  
Jarvis Marlow-McCowin, DEI Education Coordinator  
Jake Sheehan, Director of Personnel

### **Article I: Charge to the Committee**

The District Diversity, Equity and Inclusion Committee is charged to

(a) work with District Administration and the DEI Education Coordinator to create and propose a District wide DEI policy for approval and adoption by the Board of Education

(b) keep the Board of Education informed of Diversity, Equity, and Inclusion protocols and procedures within the District and how these particulars may be affecting staff, students, or the community.

(c) be knowledgeable about district DEI related curriculum offerings via quarterly updates by district personnel and DEI Education Coordinator

(d) ensure all Board of Education members receive annual DEI subject matter training to provide current and relevant knowledge as well as participate in DEI Committee specific training as determined by consensus.

(e) have representation on each of the Board of Education committees to ensure the inclusion of DEI in all Board of Education decisions and recommendations affecting staff, students, or the community.

### **Article II. Term**

This Charter is effective from July 1, 2022, through June 30, 2023, subject to amendment or revocation by the Board.

### **Article III. Chair**

There shall be a Chairperson, agreed upon by the Board of Education members of the committee and approved by the Board of Education.

### **Article IV. Membership Number:**

The Committee shall consist of at least 4 but no more than 7 board members.

### **Qualifications:**

At least four members of the DEI Committee shall also be members of the Board of Education. The Committee will also consist of the District Superintendent, the Director of Educational Services, the Director of Personnel, and the District Diversity, Equity & Inclusion Education Coordinator. At no time may the membership include a number of members who are also members of the Board of Education equal to or more than the number constituting a quorum of the Board of Education.

### **Appointments:**

Members of the DEI Committee may be recommended by the Chair, subject to the approval of the President of the Board of Education as per current Board of Education Policy 1321. The Chair shall be responsible for submitting candidates to the Board of Education for approval by the President in the same manner that other action items may be placed before the Board.

### **Resignation:**

Members may resign at any time by communicating such resignation to the Chair, the Board President, or the Board Clerk.

## **Article V. Powers**

### **Scope of Powers:**

The DEI Committee shall be subject to all Policies and Regulations of the District and to applicable law. The DEI Committee may make recommendations to the Board of Education or the Superintendent, as appropriate, to take actions for the benefit of the district.

### **Meetings:**

Second Wednesday of each month. Meetings of the DEI Committee shall be scheduled, posted, and conducted as required by the Open Meetings Law.

## **Decisions:**

The DEI Committee should, in the first instance, attempt to make decisions by consensus. If consensus cannot be reached, the DEI Committee can make decisions by majority vote. No decision or recommendation shall be recognized as an act of the DEI Committee without agreement of a majority of the membership.

## **Information:**

The DEI Committee may request of the District administration any information the Committee believes is necessary to conduct its work, but the administration shall not disclose any information otherwise kept confidential by the policies of the District or by applicable law without specific authorization of, and subject to any terms imposed by, the Board of Education.

## **Article VI. Obligations**

### **Objectives:**

1. Work in conjunction with District Administration to ensure current knowledge of the District's DEI policies, plans, and staff trainings to inform creation of a district wide DEI policy for dissemination to the full Board of Education.
2. In conjunction with the Director of Educational Services and the District Diversity, Equity & Inclusion Education Coordinator schedule annual DEI training for all Board of Education members.
3. Maintain current knowledge of district DEI related curriculum via quarterly reporting by district personnel for dissemination to the full Board of Education.
4. Provide representation on each of the Board of Education committees, including the Disciplinary Appeal Board to ensure incorporation of DEI in final decisions related to Board operations and student disciplinary appeals when that committee is tasked with such.

### **Reports:**

The DEI Committee shall report on each meeting and actions recommended by the Committee via monthly progress reports at Board of Education Meetings and the posting of minutes/notes taken at meetings by the Secretary of the Committee.