



**American Indian Alaska Native (AI/ AN) State Advisory Committee on Indian Education  
to the Oregon Department of Education's Office of Indian Education  
Advisory Committee Charter**

**Statement of Purpose:**

The AI/AN State Advisory Committee on Indian Education, referred to as Committee here on, was created to advise the Oregon Department of Education on educational matters affecting American Indian and Alaska Natives, with a focus on the following priorities:

- Foster increase of American Indian/ Alaska Native student success outcomes
- Increase graduation rates, increase attendance and enrollment, and increase academic achievement by addressing the systemic inequities created by inequitable environments
- Address disproportionate discipline
- Support diversity educator advancement, recruitment and workforce development
- Center school, district, community, tribal and family engagement
- Increase professional development
- Develop curriculum and instructional materials

The AI/ AN State Advisory Committee provides guidance, input, advocacy and recommendations on policy, rules and legislation related to Indian Education. They recommend goals and measurable objectives for the American Indian/ Alaska Native Student Success Plan to implement by the Oregon Department of Education.

**Membership:**

The Committee shall consist of 18 members who are advocates and representatives of the AI/ AN education community in the state of Oregon.

Each of the nine (9) federally recognized tribal governments will be invited to select a member to serve on the Committee; selection of such appointees will be submitted in writing to the Office of Indian Education.

Organizations, entities, and individuals will be invited to submit nominations seeking membership, which will be considered and approved by the ODE Office of Indian Education.

Selected members will receive a letter from the Director of the Oregon Department of Education confirming membership and will include an outline of commitment, meeting dates, and other pertinent information. Members will receive reimbursement for mileage and parking for each meeting attended.

18 Member Committee will include representatives from:

September 1, 2020

- Oregon's nine (9) Federally recognized tribal governments
- Metro/Urban (Portland, Salem, Beaverton, Eugene/Springfield)
- Rural Title VI
- Early childhood representative
- Higher education representative  
Oregon Indian Education Association (OIEA)
- At-large representation

#### Membership Terms of Service:

Committee members serve two-year terms.

If a committee seat is vacated mid-term, a replacement will be selected by an ad-hoc subcommittee of ODE staff and current committee members. That individual will complete the term they are filling and are still allowed to serve two 2-year terms.

Each Committee member may select a delegate to serve in their absence. Said delegate shall enjoy all the rights and privileges for the Committee meetings. Delegates should be informed and prepared in advance for meetings.

Members will be required to RSVP to indicate whether they or a delegate will be present prior to each meeting. Send RSVP's to Debbie Green (debbie.green@state.or.us).

#### Decision-making Authority:

The Committee is advisory where the members shares their ideas, suggestions, and recommendations to guide ODE staff to develop plans, documents, and action items. ODE staff is responsible for summarizing highlights from the meetings and responding to information requests and key action items. ODE will communicate how it acted on the advice provided by advisory members at the following meeting. Minutes of the advisory meeting will be shared publicly.

#### Government to Government:

The Oregon Department of Education (ODE) has a unique relationship with each of the nine (9) federally recognized tribal governments of Oregon. Through a Government-to-Government process and utilizing ODE's Tribal Consultation and Communication Policy, decisions having implications for the nine (9) federally recognized tribal governments will continue to be vetted through the Government-to-Government Education Cluster and/or working in collaboration with each individual tribal government.

#### Responsibilities of members:

Attend scheduled meetings either in-person or remotely. Meetings will be held in-person and/or virtually to allow for full participation of committee members across the state.

1. Share relevant information and updates from communities and/or organization to the Committee.
2. Connect with constituents and local networks to share with the Committee.
3. Review minutes and materials prior to meetings.
4. Inform ODE staff if you anticipate missing one or more meetings.

### Workgroups:

Committee members will be asked to volunteer or participate in any formal or ad-hoc workgroups deemed necessary by the committee or agency. Assistance in coordinating additional meetings or other contributions will be provided by ODE.

Removal from the Committee and/or workgroup will occur when a member is absent for two (2) consecutive meetings. An exception to this rule is when prior notice is provided to the Committee Chair and to the Oregon Department of Education, Executive Assistant.

An exception to the removal clause shall remain in effect for the representatives of the 9 Federally recognized Tribes who operate under the purview of a separate sovereign government.

The Charter shall be reviewed and reassessed by the Committee annually.

### Terms and Duties of Officers Section:

1. Chairperson and vice-chairperson shall be elected from and by the Committee and serve for a minimum of one year.
2. The chairperson shall preside at all meetings of the Committee. The chairperson will represent the Committee at State Board of Education meetings and other meetings deemed important by the Committee.
3. The vice-chairperson shall assume all duties of the chairperson in the chairperson's absence.
4. The chairperson, in collaboration with ODE staff designee, shall be responsible for establishing the agendas for meetings. An agenda, together with relevant materials, shall be sent to members at least the Friday preceding the meeting. Minutes for all meetings shall be drafted by the staff designee, reviewed by the committee chair, and approved by committee members at the following meeting.

### Conflicts of interest:

Committee members will be asked to declare any and all potential conflicts of interest. Since this committee is advisory in nature, the agency does not want to exclude voices from participation. All committee members will submit a conflict of interest form upon accepting their membership. Conflicts of interest include place of employment, volunteer or board positions, close family members connected to potential grantee organizations, etc.

The Charter shall be reviewed and reassessed by the Committee annually.