BYLAWS OF THE
BILINGUAL COMMUNITY COUNCIL
TO THE SAN FRANCISCO BOARD OF EDUCATION
APPROVED ON MAY 19, 2014

Article I
Name
The name of this organization shall be the Bilingual Community Council (BCC).

Article II
Purpose
Pursuant to Resolution No. 73-1A2, the Lau vs. Nichols Consent Decree ordered the establishment of a Community Council to assist in the monitoring of the District’s Master Plan for Bilingual and Bicultural Education in the San Francisco Unified School District (SFUSD).

Article III
Duties: The BCC shall have the following duties:
Section 1
To advise the Board of Education (BOE) and the SFUSD’s administration regarding the planning and operation of English Learner (EL) services in the City and County of San Francisco.

Section 2
To advise the BOE and SFUSD’s administration regarding the development and review of the Lau Action Plan, recommend priorities, and monitor progress to be addressed by the Plan.

Section 3
To prepare reports, recommendations, and statements regarding the activities of the BCC and the implementation of EL services, which includes two reports to the BOE, including an annual BCC Site Visit Report. All such expressions of the BCC shall be presented to the President of the BOE at least 48 hours prior to release.

Article IV
Membership
Section 1
The BCC is comprised of 14 members who are appointed by the BOE.

Section 2
The BCC shall be composed of the following:
a) At least 5 parents of currently identified or recently reclassified ELs.
b) At least 9 current and former educators of ELs, EL students, or parents, guardians, educators or community members working with EL families.

Section 3
Members serve a two-year term that shall begin on July 1st and end on June 30th of each year, regardless of when during the school year a new member is appointed.

Members can serve two full two-year terms and may not be reappointed after the expiration of two full terms. Committee members are eligible for re-appointment after one year off the committee.

The BOE will make appointments for open seats each June.

**Section 4**
The District shall provide members with appropriate training in respective languages as needed and provide appropriate support for members who are parents, which may include childcare.

**Section 5**
Members of the BCC may only be removed by the BOE on the recommendation of the BCC. However, in the event of two consecutive, unexcused absences during a school year, the member shall be considered to have resigned. In addition, in the event of four absences whether excused or unexcused during a school year, the member shall also be considered to have resigned.

The Board Liaison will report any absences to the appropriate BOE Commissioner.

**Section 6**
Positions are filled through a membership application process administered by the BCC and approved by the BOE. The BOE is encouraged to submit all nominations to the BCC before a full slate of nominations are provided to the BOE in April.

**Article V Meetings**
**Section 1**
The BCC shall meet at least once a month for at least nine (9) out of the twelve (12) months a year. The BCC does not have a membership meeting in July.

**Section 2**
All meetings shall be open to the public with 72 hours notice.

**Section 3**
A quorum shall consist of 50% of the current membership of the BCC.
The officers of the BCC shall consist of the Chair, Co-Chair, Secretary, and Board Liaison.

Section 2
Officers shall serve a one-year term and are elected at the first meeting of each school year. No member shall hold the same position for more than two consecutive terms. Elections may be held at any time during the year if called for by a majority vote of a quorum of BCC members.

Section 3
The Chair and Co-Chair shall:
  a) Convene and preside at all regular and subcommittee meetings;
  b) Ensure that an agenda is prepared and presented; and
  c) Ensure the objectives and purpose of the BCC are being achieved.

Section 4
The Board Liaison shall:
  a) Serve as a communications liaison between the BCC and the BOE; and
  b) Keep the BOE apprised of the membership application process.

Section 5
The Secretary shall:
  a) Take the meeting minutes and prepare the reports of the BCC with the assistance of staff support.

Article VII Committees
Subcommittees shall be formed whenever a particular issue or need arises.