

ESD University

Professional Education Advisory Board Bylaws

Bylaws Adopted: May 8, 2017

I. NAME

- a. This Board shall be known as the ESD University Professional Education Advisory Board (ESD-U PEAB).

II. AUTHORIZATION

- a. This Board is authorized under [WAC 181-78A-205](#) (required professional education advisory board) and [WAC 181-78a-520](#) (approval standards professional education advisory board).

III. PURPOSE

- a. To establish operation procedures under which the Board will operate in its advisory role;
- b. To carry out designated responsibilities as outlined under Section VI - Role and Function;
- c. To participate in and cooperate with ESD-U on decisions related to the development, implementation, and revision of the program;
- d. To serve as a source of professional advice from each association represented to ensure that all associations have input into the program;
- e. To make recommendations for program changes to ESD-U, which the program will respond to in a timely fashion.

IV. MEMBERS

- a. One-half or more of the membership must be classroom teachers appointed by the Washington Education Association (WEA) with the exception of one teacher who must be appointed by the Washington Federation of Independent Schools (WFIS);
- b. At least one principal appointed by the Association of Washington School Principals (AWSP);
- c. At least one school administrator appointed by the Washington Association of School Administrators (WASA);
- d. At least one educational staff associate (school counselor, school psychologist, school social worker, school nurse, school occupational therapist, school physical therapist, or school speech language pathologist or audiologist) appointed by the president of the individual's professional association;
- e. At least one representative from the ESD-U program;
- f. The PEAB reserves the right to appoint a representative if the professional association does not respond to ESD-U's request for an appointment of a representative within 60 days of the receipt of the request. In such case, the PEAB shall notify the professional association within one week that the appointment has been made.

V. TERMS OF SERVICE

- a. The term of service for PEAB members shall be three years. Members may be appointed for successive terms as long as they continue to fulfill the membership requirements and have the approval of their professional association.

VI. ROLE AND FUNCTION

- a. The Board shall:
 - i. Hold a minimum of three meetings each year;
 - ii. Adopt bylaws;
 - iii. Review all program approval standards at least once every five years;
 - iv. Annually review and analyze data for the purpose of determining whether candidates have a positive impact on student learning;
 - v. Provide recommendations for programmatic change.

VII. PROCEDURES

- a. A quorum must be present for any meetings of the Board. A quorum is defined as a majority of the voting members of the Board.
- b. Recommendations of the Board shall normally be made by consensus of the members present.

VIII. FINANCIAL OBLIGATIONS

- a. Funds shall be provided by the program for operation of the board. All expenditures incurred must be in accordance with the program's approved budget, must be authorized by Educational Service District 112, and must be in accordance with the allowable expenses outlined by the Professional Educator Standards Board.

IX. AMENDMENTS

- a. The Board bylaws may be evaluated at the request of any voting member of the Board and may be amended at any meeting of the PEAB by a two-thirds majority vote of all members who voted, provided that notice has been sent to all members prior to the meeting and absentee ballots are furnished upon request.

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