BYLAWS

of the

GOVERNOR'S COUNCIL ON DISABILITIES AND SPECIAL EDUCATION

As REVISED/AMENDED on May 2, 2012

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Governor's Council on Disabilities and Special Education

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ARTICLE I
PURPOSE

The purpose of the Governor's Council on Disabilities and Special Education (Council) is to create change that improves the independence, productivity and inclusion of people with disabilities in their communities. The Council conducts advocacy, capacity building and systems change activities to create change for Alaskans with disabilities particularly those having developmental disabilities, students in special education, and children receiving early intervention services.

The Council's purpose, authority, duties and responsibilities are established in federal and state law (hereafter referred to as applicable laws). The federal laws that govern the Council's duties and responsibilities are found in the Developmental Disabilities Act and the Individuals with Disabilities Education Act. Under federal law the Council acts as the State Council on Developmental Disabilities, the Special Education Advisory Panel, and the Interagency Coordinating Council for Infants and Toddlers with Disabilities.

The state laws that govern the Council are Programs for People with Disabilities (AS 47.80), Education for Exceptional Children (AS 14.30.231), Special Education Service Agency (AS 14.30.600), Services for Developmentally Delayed or Disabled Children (AS 47.20.060), and the Mental Health Trust (AS 47.30.031). Under state laws, the Council serves as a partner board for the Alaska Mental Health Trust Authority representing the needs of individuals with developmental disabilities and the Governing Board for the Special Education Service Agency.

ARTICLE II
DUTIES AND RESPONSIBILITIES

1. The Council shall serve as the State Council on Developmental Disabilities. Duties and responsibilities are to:

   A. undertake advocacy, capacity building and systems change activities that contribute to the coordination of consumer and family centered as well as consumer and family directed comprehensive systems of community services, individualized supports, and other forms of assistance that contribute to the achievement of its mission;
   B. annually examine the extent to which each goal of the Council was achieved, including the Council's self-advocacy goal; determine the factors that impeded achievement, if any; determine changes that require amendment of the five-year strategic plan; determine customer satisfaction with Council supported or conducted activities; and prepare an annual report;

C. develop the Council's five-year strategic plan in accordance with federal requirements after consultation with the designated State agency under the State plan; such consultation shall be solely for the purposes of obtaining State assurances and ensuring consistency of the plan with State law;

D. implement the five-year strategic plan though 1) outreach, 2) training, 3) technical assistance, 4) supporting and educating communities, 5) interagency collaboration and coordination, 6) coordination with related councils, committees and programs, 7) barrier elimination, systems design and redesign, 8) coalition development and citizen participation, 9) informing policymakers, 10) demonstration of new approaches to services and supports, and/or 10) other advocacy, capacity building and systemic change activities;

E. periodically review the designated State agency and activities carried out by the designated State agency and make any recommendations for change to the Governor;

F. serve as a forum by which issues and benefits regarding current and potential services to people with disabilities or students in special education may be discussed by consumer, public, private, professional, and lay interests;

G. advocate the needs of people with disabilities, students in special education, and children receiving early intervention services before the executive and legislative branches of state government and before the public;

H. advise the executive and legislative branches of state government and the private sector on programs and policies pertaining to current and potential services to people with disabilities including individuals with developmental disabilities, children receiving early intervention services, and students in special education and their families;

I. submit periodic reports to the Commissioner of Health and Social Services, the Commissioner of Education, and to other appropriate departments, on the effects of current federal and state programs regarding services to people with disabilities, students in special education, or children receiving early intervention services, including program performance reports to the Governor, the federal government, and to state agencies, as required by applicable laws;

J. review and comment to commissioners of state departments on all state plans and proposed regulation relating to the adoption of a plan or regulations for people with disabilities, students in special education, and children receiving early intervention services;

K. recommend the priorities and specifications for the use of funds received by the state from applicable federal laws;

L. submit annually to the Commissioner of Health and Social Services, the Commissioner of Education, and the Commissioner of Commerce and Economic Development and any

other applicable agency, a proposed interdepartmental program budget for services to people with disabilities, students in special education, or children receiving early intervention services which includes, insofar as possible, projected revenues and expenditures for programs implemented by state agencies, local governmental agencies, and private organizations; the interdepartmental program budget is an informational supplement to the regular annual budgetary submissions of the departments to the Office of the Governor;

M. provide information and guidance for the development of appropriate special education programs and services for exceptional children as defined in AS 14.30.350 and AS 47.20.060; and

N. monitor and evaluate budgets or other implementation plans and programs for people with disabilities, students in special education, or children receiving early intervention services to assure non-duplication of services and encourage efficient and coordinated use of federal, state and private resources in the provision of services; members of the Council, with the approval of the Council, have access to information on the possession of state agencies subject to disclosure restrictions imposed by state of federal confidentiality of privacy.

2. Serve as the Special Education Advisory Panel for purposes of the Individuals with Disabilities Education Act. Duties and responsibilities include:

   A. Advise the Department of Education & Early Development (EED) of unmet needs within the State in the education of children with disabilities;

   B. Comment publicly on any rules or regulations proposed by the State regarding the education of children with disabilities;

   C. Advise EED in developing evaluations and reporting on data to the U.S. Secretary of Education as required;

   D. Advise EED in developing corrective action plans to address findings identified in Federal monitoring reports under part B of the Act;

   E. Advise EED in developing and implementing policies related to the coordination of services for children with disabilities; and

   F. Aid in recruiting, preparing, and retaining qualified personnel.

3. Govern the Special Education Service Agency:

   A. Assure SESA provides assistance to school districts and early intervention programs serving individuals with low incidence disabilities, who live primarily in rural and remote areas of the state;

B. Assure SESA supports education that is student, family and community-centered and meets the individual needs of students;

C. Assist SESA in addressing other state education needs of individuals with low incidence disabilities, as external funding is obtained; and

D. Monitor SESA policies and procedures.

4. Serve as the Interagency Coordinating Council for Infants and Toddlers with Disabilities for purposes of Individuals with Disabilities Education Act. Duties and responsibilities include:

   A. Advise and assist the Department of Health and Social Services (DHSS) in the development and implementation of the policies that constitute the statewide system;

   B. Assist DHSS in achieving the full participation, coordination and cooperation of all appropriate public agencies in the state;

   C. Assist DHSS in the effective implementation of the statewide system by establishing a process that includes seeking information from service providers, service coordinators, parents and others about any federal, state, or local policies that impede timely service delivery and steps to ensure that any policy problems identified are resolved;

   D. To the extent appropriate, assist DHSS in the resolution of disputes;

   E. Offer advice and assist DHSS and EED regarding the provision of appropriate services for children aged birth to five, inclusive; and

   F. Perform other duties in accordance with the orders and resolutions of the Council.

5. Provide to the Alaska Mental Health Trust Authority for its review and consideration recommendations concerning the integrated comprehensive mental health program for the people of the state who are described in AS 47.30.0569(b)(2) and the use of the money in the mental health trust income account in a manner consistent with regulations adopted under AS 47.30.031.

6. Perform other duties required under applicable federal and state laws and as the Governor may assign.

ARTICLE III
MEMBERSHIP

1. COMPOSITION

   A. The Council is to be composed of those persons who are appointed by the Governor to meet the areas of representation required by law;

   B. At least 60 percent of the members shall be persons who experience developmental disabilities, parents or guardians of children with developmental disabilities or immediate relatives or guardians of adults with mentally impairing developmental disabilities who cannot advocate for themselves, who are not officers or directors of an entity, or employees of a state agency, which receives funds or provides services under Developmental Disabilities Act or Individuals with Disabilities Education Act. Of the 60 percent, one-third must be individuals who experience developmental disabilities; one-third must be parents or guardians of children with developmental disabilities or immediate relatives or guardians of adults with developmental disabilities who cannot advocate for themselves; and one-third shall be any combination of the two groups;

   C. The balance of the members shall represent the principal state agencies, local agencies, non-governmental agencies, groups, and professions concerned with services to people with disabilities or students in special education and others as necessary to meet the requirements of law;

   D. Membership of the Council shall at all times comply with the requirements of law; and

   E. In the appointment of all members other than state agency members, due regard shall be given to reflect the geographic regions and diversity of the state with respect to age, race, culture, and a variety of different mental and physical disabilities.

2. TERM OF OFFICE

   A. Council members serve staggered terms of three years or until replaced by the Governor;

   B. Upon proper application, Council Members may be reappointed to serve consecutive terms, without limit.

   C. A vacancy occurring in the membership of the Council shall be filled by appointment of the Governor for the current portion of the vacated term;

   D. Council members serve at the pleasure of the Governor, notwithstanding their terms of office; and

   E. The Governor may replace any member who, by poor attendance or lack of contribution to the Council's work, demonstrates "ineffectiveness" as a Council member.

Ineffectiveness is defined as absence from two consecutive Council meetings or being habitually absent from committee meetings without good cause. After notification of the member, the Executive Committee may, by simple majority, vote to recommend that the Governor replace the person.

3. COMPENSATION, PER DIEM, AND EXPENSES

Members of the Council are volunteers who receive no salary but are entitled to per diem and reimbursement for travel and other expenses as authorized by law.

ARTICLE IV
OFFICERS AND DUTIES

1. OFFICERS

A. Any person appointed to the Council is eligible to hold office. Only Council members may serve as officers of the Council;

B. Officers shall include the Chair, Vice Chair, and Legislative Committee Chair;

C. In the event of the resignation, death, or removal from the Council of the Chair, the Vice Chair shall succeed to the office of the Chair. In the event of the resignation, death, or removal from the Council of the Chair and Vice Chair, the Legislative Committee Chair shall succeed to the office of the Chair; and

D. Any vacancy occurring in the office of the Vice Chair shall be filled by a majority vote of the Executive Committee and shall serve the current term.

2. TERMS OF OFFICE

A. The Chair shall be elected and/or confirmed for a two-year term by a majority vote at the Spring Meeting in the years ending with odd numbers. The Chair's term of office shall start on July 1 and run consecutively for two years ending June 30; and

B. The Vice Chair shall be elected for one-year terms by a majority vote at the spring meeting and their term shall start on July 1 and end June 30;

- The Vice Chair elected to serve during the even-year of the Chair's two-year term shall succeed to the office of Chair the following year.

C. The Legislative Committee Chair shall be elected for a two-year term by a majority vote at the Spring Meeting in the years ending with odd numbers. The term of office shall start on July 1 and run consecutively for two years ending June 30.

3. DUTIES: The officers shall perform the following duties:

A. Council Chair

1. Call all meetings and set agenda;

2. Preside at all Council meetings, Special meetings, and meetings of the Executive Committee;

3. Establish committees and work groups as appropriate to meet the goals and objectives of the state plan;

4. Appoint one Member at Large to serve on the Executive Committee;

5. After receiving input from the members of each individual committee, appoint a Council member to the Chair of the Developmental Disabilities Committee, Education Committee, Early Intervention Committee, and any existing ad hoc committees;

6. Serve as a voting member on committees of his/her choice and as an ex-officio (non-voting) member of any or all other committees;

7. Serve as the Council's official representative during his/her term;

8. Operate and conduct the business and affairs of the Council according to the orders and resolutions of the Council; and

9. Perform other duties described in these bylaws or assigned by resolution of the Council.

B. Vice Chair

1. Assist the Chair in the discharge of their duties and preside at Council, Executive Committee, or Special meetings in the absence of the Chair;

2. Monitor the record of actions taken by motion at each meeting and items requiring follow-up on the agenda for the next meeting;

3. Act as the parliamentarian for the Council; and

4. Perform other duties in accordance with the orders and resolutions of the Council.

C. Legislative Committee Chair

1. The Legislative Committee Chair presides over Legislative Committee meetings;

2. With consent of Executive Committee, represent the Council's legislative priorities before the Alaska Legislature, Administration and Governor's office;

3. Work with the Executive Committee to furnish a legislative priorities agenda for the Council;

4. Request and review legislation to determine the effect of the proposed legislation on people with disabilities or students in special education;

5. Monitor the progress of legislation and regulations, and notify the Council chair of hearings and deadlines for comment on regulations and proposed legislation that would affect people with disabilities or students in special education;

6. As directed by the Executive Committee or Council, prepare proposals to change present laws or regulations; and

7. Assist the Executive Committee in the preparations and submittal of reports to the Legislature.

D. At-large members (1)

1. Assist the Chair in the discharge of his/her duties and preside at meetings in the absence of the Chair, Vice Chair, and Legislative Liaison;

2. Chair committees or work groups as appointed by the Chair; and

3. Perform other duties in accordance with the orders and resolutions of the Council.

4) EXECUTIVE DIRECTOR AND STAFF

The Council shall hire staff as is provided by AS 47.80.070(b) to ensure the Council has the capacity to fulfill its regulations. An Executive Director of the Council shall be selected by a majority vote of the Council. The Executive Director appointed by the Council shall:

A. Oversee the general management and business functions of the Council in accordance with State and federal requirements, including interactions with State administrative personnel and federal grant officers, development and management of the Council's budget and work plan and human resources;

B. Ensure that the necessary support is available for Council members to develop policies, adopt and implement the five-year strategic plans and annual work plans, conduct systems monitoring and advocate for people with disabilities, including orientation and training, responding to inquiries and requests for information from members and providing staff support for the Council in preparing agendas and minutes and using Robert's Rules of Order;

C. Oversee the Council's public policymaking agenda, including maintaining positive relationships with agencies and advocates, forming collations and networks, implementing public awareness activities, responding to requests for information, researching and drafting policymaking documents, tracking and reporting legislation for Council action and, when requested by Council, represent the Council and speak out on the Council's position on issues;

D. Oversee the Council's strategic planning process, including securing community input and ensuring methods are in place to track and analyze data, identify issues and diagnose trends useful in planning and advocacy;

E. The Executive Director is in the partially exempt service and may hire additional employees in the classified service of the state. If necessary, the Department of Health and Social Services shall provide for the assignment of personnel to the Council to ensure that the Council has the capacity to fulfill its responsibilities; and

F. The Executive Director is responsible to the Council for performance of his or her duties and subsequently responsible for the actions of the staff.

ARTICLE V
MEETINGS

1. The Council will hold at least three or more regularly scheduled meetings during the state's fiscal year. The committees or work groups of the Council will conduct meetings as necessary.

2. Special meetings of the Council may be held at such time and place as the Executive Committee may order.

3. All meetings of the Council are public and there shall be public notice prior to Council meetings. However, an executive session may be called by majority vote of the Council members present. All records of executive sessions shall be maintained consistent with Robert's Rules of Order, as revised.

4. A quorum at all Council meetings shall consist of a simple majority of currently appointed Council members. However, in no event will a quorum consist of less than nine members.
5. No member may vote for, on behalf of, or in any way exercise the vote of another.

6. Interpreters and other necessary translating services must be provided at Council meetings, standing committee meetings, or meetings of the Council's committees or work groups, for Council members or participants if requested.

7. The date, time, and place for the succeeding Council meeting will be established at each Council meeting. The Council will reconvene at that time and place unless proper notice is given to all members that the meeting will be rescheduled.

8. All Council, committee and work group meetings will be held in physically accessible and barrier-free buildings.

9. The Executive Committee may poll the Council and reschedule any Council meeting if a majority of the members indicate that they cannot attend a meeting.

10. The Council, committees, and work groups of the Council will, at their discretion, use teleconference facilities, or other appropriate technology, to conduct some meetings. If a meeting is conducted through teleconference or other appropriate technology, the Chair of the meeting shall ensure that:

    A. the equipment used allows all persons attending or observing the meeting to hear and participate in all of the proceedings;

    B. any displays or papers used at the meeting are available to all participating members;

    C. the time, date, and subjects for Executive Committee or full Council meetings are made public prior to the meeting; and

    D. Participants via teleconference are given an opportunity to comment upon and participate in the business of the meeting to the same extent as all other participants.

11. A member of the Council, committee, or work group is present at a meeting if the member is physically present at a publicly advertised site or via teleconference or other approved technology for a meeting, or under the condition described in (7) of this section.

12. A member may appear at a regularly scheduled Council meeting by telephone or other approved technology if:

    - the member has in his or her possession all materials that the agenda shows will be presented at the meeting; and
    - the member is unable to appear at the advertised site because of:
        - serious personal illness or injury;
        - a serious illness, injury or death in the immediate family;
        - failure of transportation systems; or
        - other reasons pre-approved by the Chair.

13. The presiding officer at the meeting may arrange the use of a conference telephone system or other appropriate technology that allows the member to participate fully in the meeting.

14. A majority of those members that are physically present at the meeting can agree that all of the conditions of this subsection are met and that the absent member has been sufficiently identified.

15. A member may be excused, only in advance, from attendance at a Council meeting for any legitimate reason accepted by agreement of the Executive Committee.

ARTICLE VI
EXECUTIVE COMMITTEE

1. The Council's Executive Committee shall consist of seven members comprised of the three officers, the one Member-at-Large, and the Chairs of the Education, Early Intervention, and Developmental Disabilities Committees. At least four members of the Executive Committee shall be consumers or parent representatives.

2. The Executive Committee shall have full authority, within the limits of established Council priorities, policies, and procedures, to act on behalf of the Council between regularly scheduled Council meetings.

3. The Executive Committee shall prepare the Council meeting calendar, fix the time and place of meetings, and assist the Chair and the Executive Director in the preparation of Council agendas.

4. The Executive Committee shall supervise and evaluate the Executive Director, supervise implementation of the Council work plan, and assure that the Council fulfills its duties and responsibilities.

5. The Executive Committee shall approve the Council's operating budget including the annual Out of State Travel Plan. The Executive Committee shall monitor expenditure of Council funds, and the Executive Director shall prepare regular reports for the Council (see duties of the Executive Director).

6. None of the actions of the Executive Committee shall conflict with action previously taken by the Council.

7. A quorum is four Executive Committee members.

8. The Executive Committee shall meet at least monthly unless otherwise agreed by a majority of the Executive Committee members.

9. The Executive Committee may call and schedule special meetings of the Council.

10. The Executive Committee may refer matters to other committees or work groups for reports to the Council or the Executive Committee. In assigning tasks to committees or work groups the Executive Committee shall at their discretion delegate authority to the committee or work group. Using the following format, authority may be given for:

    A. Consultation: This is a request for the committee or work group, for a group, usually called on short notice, to give the Executive Committee input on a problem. After receiving the group's input, the Executive Committee is responsible for action;

    B. Recommendation: This is a request for the committee or work group that is more formal, lasts longer and features independent deliberations. The Executive Committee asks a group to produce recommendations for action by the Executive Committee. The Executive Committee may agree to adopt a course of action based upon the group's recommendation; or

    C. Delegation: The Executive Committee delegates a specific decision making responsibility to a committee or work group. The Executive Committee agrees to allow the group to conduct its own process, work out a solution and take action on behalf of the Council.

11. The Executive Committee may assemble and review reports of other committees for inclusion on the agenda of Council meetings and request expansion or clarification of reports that are inadequate.

12. The Executive Committee shall oversee the preparation of periodic or annual reports described in law or submitted to the Governor, Commissioners, Congress, or the state legislature.

13. As the representative of the Council, the Executive Committee shall prepare and submit comment to commissioners of state departments and agencies including the Alaska Mental

Health Trust Authority or legislation that affects people with disabilities or students in special education.

ARTICLE VII:
COMMITTEES AND OTHER WORK GROUPS

The Council shall establish the Education (Ed), Early Intervention (EIC), Developmental Disabilities (DD) and Legislative Committees (LC) as standing committees that function under the policy direction of the Council. Additional committees may be created, at the discretion of the Council to meet the goals and objectives of the Council's State Plan. As a result, the committee structure may change from year to year in order to reflect the objectives and activities. Each standing committee develops an annual workplan that identifies key issues and priorities. Plans and action items are forwarded for approval and/or adoption to the full Council or the Executive Committee between regularly scheduled Council meetings.

The Chair of each committee shall be a Council member appointed by the Governor. It is the intention of the Council that at least one half of the members of each committee be Consumer or Parent Representatives.

Unless specified elsewhere in these Bylaws all Council committees and work groups shall consist of not less than three Council members and may include participants who are not Council members called public members.

Public members are recommended by the committee or work group chair to the Council Chair who appoints them to a committee or work group. Public members serve at the pleasure of the Council for terms that end in June or at the completion of a task whichever occurs first. Public members may at the discretion of the Council Chair be appointed in succeeding years to the Council's committees or work groups.

Public members have a vote in committee and work group meetings but are not voting members of the Council.

1. Education Committee (Ed)

   Council members may select to be on the Ed. Committee or they may be appointed by the Council Chair. The Chair of the Ed. Committee shall be appointed by the Council Chair as established in Article IV, 3, A, 5. The Ed. Committee Chair will serve a two-year term that coincides with the term of the Council Chair. The Ed. Committee shall consist of no less than five and no more than eleven Council members who closely reflect areas of representation required by the Individuals with Disabilities Education Act. The Education Committee is delegated day-to-day responsibilities for the Council's role as the Special Education Advisory Panel.

2. Early Intervention Committee (EIC)

Council members may select to be on the EIC or they may be appointed by the Council Chair. The Chair of the EIC shall be appointed by the Council Chair as established in Article IV, 3, A, 5. The EIC Chair will serve a two-year term that coincides with the term of the Council Chair. The EIC shall consist of no less than five and no more than eleven Council members who closely reflect areas of representation required by the Individuals with Disabilities Education Act. The Early Intervention Committee is delegated the day-to-day responsibilities for the Council's role as the Interagency Coordinating Council for Infants and Toddlers with Disabilities.

3. Developmental Disability Committee (DD)

Council members may select to be on the DD Committee or they may be appointed by the Council Chair. The Chair of the DD Committee shall be appointed by the Council Chair as established in Article IV, 3, A, 5. The DD Committee Chair will serve a two-year term that coincides with the term of the Council Chair. The DD Committee shall consist of no less than five and no more than eleven Council members. The composition of the DD Committee must match that of the Council as outlined in Article III 1 B. The DD Committee is delegated the day-to-day responsibilities for the Council's role as the State Council on Developmental Disabilities.

4. Legislative Committee (LC)

Council members may select to be on the LC or they may be appointed by the Council Chair. The LC shall consist of no less than five and no more than eleven Council members. The LC is delegated the day-to-day responsibilities for preparing and advocating Council positions before the legislature and federal delegation as described below.

Duties and Responsibilities:

A. Establish an annual work plan which identifies legislative priorities and key issues related to the areas of responsibility for the Council;

B. Represent the Council's legislative priorities before the Alaska Legislature, Administration and Governor's office;

C. Request and review legislation to determine the effect of the proposed legislation on people with disabilities or students in special education;

D. Monitor the progress of legislation and regulations, and proposed legislation and regulations that would affect people with disabilities or students in special education;

E. As directed by the Executive Committee or Council, prepare proposals to change present laws or regulations;

F. Assist the Executive Committee in the preparations and submittal of reports to the Legislature; and

G. Perform other duties in accordance with the orders and resolutions of the Council.

5. Ad hoc Committees

Council members may select to be on Ad hoc Committees or they may be appointed by the Council Chair. The Chair of any Ad hoc Committee shall be appointed by the Council Chair as established in Article IV, 3, A, 5. The Ad hoc Committee Chair(s) will serve a two-year term that coincides with the term of the Council Chair, or until the Committee work is complete. Ad hoc Committees shall consist of no less than five and no more than eleven Council members. An Ad hoc is delegated the day-to-day responsibilities for the particular purpose in which it was formed. When the Executive Committee determines that the work of the Committee is completed, it is automatically disbanded.

ARTICLE VIII
RECORDS AND PROCEDURES

1. Resolutions and actions of the Council shall be forwarded to the Commissioners of Health and Social Services and Education, to other appropriate state agencies, and to the Office of the Governor.

2. The Council shall keep correct and complete financial reports and minutes of the proceedings of the Council and of the Executive Committee and any other committees or work groups. (see the duties of the Executive Director)

3. The financial reports and other records of the Council shall be kept by the Council's designated state agency, the Department of Health and Social Services.

4. All records of the Council shall be available to the public unless otherwise prohibited by law or parliamentary authority.

ARTICLE IX
PARLIAMENTARY AUTHORITY

Robert's Rules of Order, as Revised, shall govern Council meetings when not inconsistent with these bylaws, or with special rules of order adopted by the Council. Suspension of the Rules is permissible by vote of the Council members.

ARTICLE X
ETHICS AND CONFLICT OF INTEREST

1. ETHICS

The provisions of the Alaska Executive Boards Ethics Act (AS 39.52) apply to all Council members, the Executive Director and staff. The pamphlet prepared by the Alaska Department of Law entitled "Code of Ethics" is designed as a guide for members in understanding the Alaska Executive Branch Ethics Act.

2. CONFLICTS OF INTEREST

A. A member of the Council shall not be eligible to vote on any action in which he or she has a conflict of interest.

B. A member of the Council shall not be eligible to participate in a discussion of a matter in which he or she has a conflict of interest. However, a member who has a conflict may speak on the matter as a member of the public would do, once the member declares that a conflict exists.

C. A person who believes that he or she has a conflict of interest shall:

1. Disclose the matter on the public record before the agenda is approved at each meeting or in writing to the appropriate Chair; and/or

2. Any person who believes that a member of the Council, a committee, or work group has a conflict of interest may so advise the appropriate Chair. The matter shall be decided by a vote of a majority of the members present excluding that person and any other members who may have already been disqualified for conflict of interest.

ARTICLE XI:
AMENDMENT OF BYLAWS

These bylaws may be amended at any scheduled meeting of the Council by a two-thirds vote of Council members provided that written notice and copies of the proposed amendment have been submitted to the members thirty (30) days prior to Council meetings and the proposed amendment is read at two (2) meetings before it is voted on.

IN WITNESS THEREOF, the foregoing bylaws are hereby adopted as the bylaws of the Governor's Council on Disabilities and Special Education Anchorage, Alaska, to be effective as of May 2, 2012.

5/2/12

Millie Ryan — Date
Executive Director

5/2/12

Eric Gebhart — Date
Chair