

## **JOHNSON-O'MALLEY PROGRAM BYLAWS**

### **ARTICLE I – NAME AND OFFICE**

Section 1 The name of the program shall be the Narragansett Indian Tribe (NIT) Johnson-O'Malley Program (JOM). The principal meeting place of the NITJOM shall be located in the North Wind building of the Four Winds Community center unless JOM determines another location. The JOM may have other offices as determined necessary and appropriate by the JOM committee.

### **ARTICLE II – PURPOSE**

Section 1 The NIT Johnson-O'Malley Program is formed as an educational program to serve the following purposes:

- A. To create an effective forum for discussion of educational and related matters of mutual concern among members of the Narragansett Indian Tribe Education Committee.
- B. To mutually develop standards of educational excellence for Tribal students served by the educational programs within the Narragansett Indian Tribe.
- C. To maintain appropriate lines of communication and collaborative efforts with other public, private, tribal and federal educators and educational programs.
- D. To maintain formal liaisons with other educational organizations, and other alliance organizations
- E. To be a solid branch of Johnson-O'Malley programs nationwide.
- F. To advocate for the rights of Indian children from age 3, to capture pre-K, through 12<sup>th</sup> grade, regardless of age.

### **ARTICLE III – CODE OF ETHICS**

Section 1. This Code of Ethics shall apply to everyone who is a member of the Committee, or employee thereof, consultants, and anyone associated with the NIT JOM in any official capacity and shall be as follows:

- A. Upholds the integrity and independence of the JOM program and observe a high standard of conduct;

- B. Avoids impropriety and the appearance of impropriety and acts in a manner that promotes public confidence in the honesty and impartiality of the JOM Program;
- C. Performs duties impartially and diligently;
- D. Works toward improvement of the operations of the JOM Program;
- E. Regulates their activities to minimize the risk of conflict of interest;
- F. Refrains from political activity inappropriate to the office or position held;
- G. Respects the rights of privacy of students/staff, and treats everyone with courtesy and respect;
- H. No person shall speak for the JOM Program unless authorized to do so including all social media.

## **ARTICLE IV - GENERAL MEMBERSHIP**

- Section 1     **Membership:** Membership in the NIT JOM shall be open to individuals involved, concerned, and invested with the education of American Indian and Alaska Native students. Following are Annual membership categories:
- A. “Regular Status” – Regulars are defined as those members who have been to three (3) consecutive meetings. Regulars will lose their status if they miss two consecutive meetings. Any canceled meetings by the JOM committee will not be held against “regulars” but will not be counted for those looking to gain “regular status.”
  - B. JOM Members - Members are defined as those who are invested and involved in the planning of cultural and educational programs for their children.
- Section 2     **Absence of Liabilities:** No member shall be personally liable for the debts, liabilities or other obligations of the NIT JOM.
- Section 3     **Membership Dues:** Dues are collected at a rate of \$2 per family for each family in attendance at a monthly JOM Community meeting.
- Section 4     **Monthly meetings:** JOM Monthly meetings shall be held on the second Monday of the month at 6:30 PM EST in the North building of the Four Winds Community Center. If a holiday or cancellation occurs on the second Monday, of any given month, said meeting will be held on the following Monday.
- Section 5     **Notice of Monthly Meetings:** Notice of JOM monthly community meetings shall be distributed to each member via postal mail and/or electronically.

- Section 6 **Quorum of the membership:** A simple majority of the general membership present, plus three (3) members of the JOM Committee, shall constitute a quorum during meetings and events..
- Section 7 **JOM Event Eligibility:** Parents must reach “regular status and attend at least 50 % of the JOM community meetings per academic year to be eligible to participate in any JOM Events (non inclusive of activities).

## **ARTICLE V – NIT JOM COMMITTEE**

- Section 1 **Composition:** Only NIT JOM members in good standing may be elected to the JOM Committee. The Committee shall consist of five (5) members. President, Vice-President, Treasurer, Secretary and Correspondence Secretary.
- Section 2 **NIT JOM Committees’ Election and Term of Office:** Upon election, each Committee member shall have a one-year term of office. This is due to the fact that in that year, a child could have aged up or out of the program.
- Section 3 **NIT JOM Meetings:**
- A. The NIT JOM Committee shall hold regular Committee meetings (January February, March, April, May, September, October, and November) as scheduled by the JOM Committee. All meetings of the Committee will be conducted as closed meetings.
  - B. The NIT JOM Committee shall hold regular Parent Community Meetings (January, February, March, April, May, September, October, and November). These meetings are to be conducted Face-to-Face or via zoom or other platform per parent body vote.
  - C. Special meetings of the Committee may be called by a JOM Committee member as deemed necessary and reasonable.
  - D. Notice of any regular community meeting shall be sent via postal mail no later than 2 weeks in advance of the meeting, or electronically no later than five (5) days in advance but neither more than thirty (30) days in advance of the meetings. An agenda will be provided listing particular items to be addressed.
  - E. A special vote may be requested by the parent body as deemed necessary and reasonable to deal with a single item for consideration. The outcome of the vote will be added to the next meeting’s Consent Agenda to document the action.

- F. Any meeting of the Committee may be held face-to-face, by telephone conference call, or other electronic media.

Section 5     **Action by the Committee:** All actions, by the Committee present at a meeting, either face-to-face, via telephone conference, or other electronic media, with an established quorum (a quorum represents a simple majority of all “filled” positions at the time of the meeting), shall be an act of the Committee.

Section 6     **Removal of Committee Members:** A member of the JOM Committee may be removed for cause by a two-thirds affirmative vote of the Committee present at a regular or special meeting provided such action is proposed as part of the Agenda and/or any member who has missed two meetings shall be so informed by the Secretary in email within 7 days after the second absence.

- A. Removal from the JOM Committee for cause shall be:
  - 1. Failure to attend two (2) scheduled regular meetings and/or mandatory meetings held pursuant to the requirements of Section 4 of these bylaws.
  - 2. For action or behavior that brings discredit to the NIT JOM Committee or the JOM Programs.
  - 3. Failure to actively perform duties and responsibilities as a Committee member.
- B. For the purpose of defining an absence, an absence may possibly be excused if the member:
  - 1. Gives notice to the Committee of the intent to be absent 24 hours prior to scheduled meetings;
  - 2. The above definition refers to regular, special and/or emergency meetings.

Section 7     **Vacancies:**

- A. Any vacancies occurring in the committees’ membership may be filled at any regular JOM Community meeting.
- B. A member appointed by parent body vote to fill a vacancy shall serve for the unexpired term of the former committee member.

Section 8 **Conference Calling or Electronic Media:** In the event of unforeseen circumstances that may require action by the Committee but preclude the opportunity for members to attend an on-site meeting, action may be taken on matters of importance through the use of electronic conference calling; this meets the criteria for quorum upon fulfilling Section 4 of this article.

Section 9 **Informal Action by Committee:** Informal meetings are conducted when a quorum by the Committee is not established at a regular or special meeting. No formal action will be taken at any informal meeting.

## **ARTICLE VI – NIT JOM OFFICERS**

Section 1 **Composition:** The NIT JOM Officers shall consist of a President, Vice-President, Secretary, Treasurer, and Correspondence Secretary.

Section 2 **NIT JOM Officers:**

- A. The Officers of the NIT JOM Committee shall be nominated and elected annually at the June parent body community meeting. If the election of officers is not held at such a meeting, the election shall be held as soon thereafter as may be convenient.
- B. Each officer shall formally take office after being sworn in at the September parent body meeting and shall hold office until a successor is named.
- C. At the termination of office, all documents and equipment shall be returned in usable condition to the NIT JOM.

Section 3 **NIT JOM Officer Vacancies:** A vacancy in any office of the JOM committee due to resignation, disqualification, removal, death or other reason may be filled by a simple election, effective until the succeeding Annual June meeting, consistent with the procedures set forth in Article VI, Section 2.

Section 4 **NITJOM President:**

- A. The President shall be the principal executive officer of the JOM and shall be elected from among those members in good standing of the NITJOM community.
- B. The President shall chair all Community meetings

- C. The President shall attend all meetings, Committee and Community.
- D. In general, the President shall perform all duties incident to the office and such other duties as may be prescribed.

Section 5 **NITJOM Vice President:**

- A. The Vice President shall be elected from among those members in good standing of the NITJOM community.
- B. In the absence of the President, or in the event of the inability or refusal of the President to act, the Vice President shall perform the duties of the President, and when so action, shall have all of the powers of and be subject to any and all restrictions upon the power of the President.
- C. The Vice President shall perform such other duties as are incident to the office or as may, from time to time, be assigned.
- D. Should the President resign, the Vice President shall automatically succeed to the position of the President, until the next NIT JOM Committee election.

Section 6 **NIT JOM Secretary:**

- A. The Secretary shall be elected from among those members in good standing of the NITJOM community.
- B. The Secretary shall prepare the minutes of all meetings of the Committee and the community and provide the document to the committee electronically for approval.
- C. The Secretary shall be responsible for issuing notices of missed meetings as outlined in Section 6 above, and such other duties as are incident to the position or as may be assigned.

Section 7 **NITJOM Treasurer:**

- A. The Treasurer shall be elected from among those members in good standing of the NITJOM community.
- B. The Treasurer shall have charge and custody of and be responsible for all funds and securities of NIT JOM and shall deposit all such in a designated bank, trust company or such other secure depository as may be determined by the JOM Committee.
- C. The Treasurer shall in general perform all such duties as may be incident to the office and such other duties as may be assigned.

Section 8 **NITJOM Correspondence Secretary:**

- A. The Correspondence Secretary shall be elected from among those members in good standing of the NITJOM community.
- B. The Correspondence Secretary shall complete the duties of the secretary in case of the Secretary's absence, and such other duties as are incident to the position or as may be assigned.
- C. The Correspondence Secretary shall send out all proper notices regarding meetings, events, and activities of the JOM program.
- D. The Correspondence Secretary shall maintain files containing all correspondence pertinent to the JOM program.

**ARTICLE VII – NITJOM COMMITTEES**

Section 1 The NITJOM Committee may choose to break into sub committees if deemed appropriate to facilitate more efficient functioning and ease in conducting a particular task. If necessary, the committee is permitted to appoint from among the JOM community members who are known as persons with expertise in appropriate subjects. Diligence should be taken to establish the fact that these positions shall usually be volunteer and will have no monetary compensation.

**ARTICLE VIII – NITJOM ELECTIONS**

Section 1 **Eligibility:**

- A. The NITJOM Committee elections shall take place at each annual JOM June community meeting.
- B. Vacated seats and seats of terms that expire upon election shall be filled at the annual JOM election
- C. The election procedures will be posted on the Narragansett Indian Tribe official website under the JOM program tab.
- D. All candidates, including former and current board members, should be in good standing according to Article III, Section 1 and Article IV, Section 1.
- E. All candidates for the JOM Committee elections must attend the annual June community meeting to be elected.
- F. All candidates elected at the annual June NITJOM community meeting must attend the annual September community meeting to be sworn into their prospective JOM Committee positions.
- G. All JOM Committee terms of office are listed in Article V, Section 3.

Section 2 **NITJOM Election Committee:** The JOM Election Committee shall consist of individuals with a non-partisan interest in the election.

The NIT JOM Election Committee shall:

- A. Review all applications and certify eligible candidates;
- B. Prepare the listing of eligible candidates;
- C. Conduct the election process; and, announce the election results at a general monthly meeting.

Section 3 **Election Protests:** The Election Committee will consider any election protest filed by a declared candidate submitted before by deadline noted on the “Declared Candidate Application”. Following the protest filing deadline, the Election Committee will meet and render a decision within one (1) hour. The decision of the Election Committee will be final.

#### **ARTICLE IX – SEAL**

Section 1 The official seal of the Narragansett Indian Tribe Johnson-O’Malley program shall be the same as the Narragansett Indian Tribal Seal which consists of a circle (with a 3 ray sun, the north star, and a peacepipe with three Eagle feathers hanging from it) with the inscription: “*Narragansett Indian Tribe.*”

#### **ARTICLE X - FISCAL YEAR**

Section 1 The fiscal year of the JOM shall run from January 1 to December 31

#### **ARTICLE XI – DEPOSITION OF NIT JOM FUNDS**

Funds of the JOM shall be disbursed by check, and or debit/credit card. A Treasurer’s Report will be available monthly detailing all expenditures and will be provided for approval.

#### **ARTICLE XII – AMENDMENTS**

Section 1 The JOM membership shall have the power to amend these by-laws by a simple majority of members at any regular or special JOM meeting that such action appears on the agenda.



The JOM Committee may also suggest amendments during a regular or special Committee meeting that such action appears on the agenda. A simple majority of the Committee is required. Copies of all changes shall be made available to the membership for approval at a monthly community meeting where that such action appears on the agenda.

### **ARTICLE XIII – GRIEVANCE**

Section 1. The general NITJOM membership shall have the right to grievance. Each grievance must be based on documented violation of the Narragansett Indian Johnson- O’Malley program bylaws.

Section 2 Each grievance shall be submitted to the JOM Committee in writing. Grievances will be reviewed and responded to within forty-five (45) days after receipt.

Section 3 The NITJOM Committee shall appoint a Grievance Review Panel of no less than three members.

- A. The panel shall provide the Committee with a written report on their findings and determination, and the full Committee shall make the final determination. This report shall be property of the Committee.
- B. A letter signed by the JOM Committee President will render the final decision. Unless the grievance is against the committee President. In which case the letter will be signed by the Vice President.
- C. The Committee decision on the grievance shall be final.

*2024 JOM Bylaws Approved by  
Committee For Ratification on 19th January, 2024  
01/19/2024*