

Community Advisory Board Charter

Internet Connectivity Governance Authority

AI Learning Partners | Anna R. Key Publishing

Preamble

This Charter establishes the Community Advisory Board and defines its authority over internet connectivity and data governance for the program. The Board's decisions in these matters are binding and final. It does not recommend. It decides.

Article I: Purpose and Authority

The Community Advisory Board exercises democratic oversight and decision-making authority over all internet connectivity aspects of the program. Its authority over internet connectivity and data governance is determinative, not advisory.

No internet connection, update, or system modification requiring internet access may proceed without Board approval, except in genuine emergencies as defined in Article III.

Article II: Board Composition

Required Representation

The Board consists of 7-11 members. At minimum 50% must be drawn from the communities the program serves:

- At least 2 parents of enrolled students
- At least 1 student participant age 16 or older
- At least 1 representative from each library community served
- At least 1 representative from community organizations serving the target population

Conflicts of Interest

The following may not serve on the Board:

- Anyone with a financial interest in program vendors or contractors
- Employees of for-profit AI companies, unless participating solely as a parent or community resident
- Law enforcement or immigration officials in any capacity, official or personal

Terms and Compensation

Members serve 3-year staggered terms with a maximum of two consecutive terms. Removal requires a 2/3 supermajority Board vote. Members receive stipends of up to \$500 annually. Transportation costs for meetings are reimbursed.

Article III: Internet Connectivity Authority

Standard Track (60 days)

- Proposal Submission (Days 1-14): Written proposal with plain-language description
- Board Review (Days 15-30): Members may request additional information
- Public Comment (Days 31-44): Proposal posted publicly; public meeting held
- Board Decision (Day 45): Simple majority vote with 60% quorum
- Implementation (Days 46-60): Completion report within 48 hours

Expedited Track (14 days)

For routine patches and minor updates to already-approved software with no new domains, no new data exposure, no expanded capabilities.

Emergency Security Updates

An update qualifies as an emergency only if ALL three criteria are met: credible evidence of active exploitation targeting this specific system; the threat could compromise student data; delay beyond 72 hours materially increases risk.

A third or subsequent emergency request within a calendar year requires a special Board emergency vote convened within 24 hours.

Article IV: Enforcement Powers

Immediate Actions

- Suspend all internet access pending investigation
- Suspend the Technical Lead's system access
- Require credential rotation and password changes
- Convene an emergency meeting within 48 hours

Remedial Actions

- Require additional safeguards or monitoring
 - Remove and replace the Technical Lead
 - Recommend program suspension pending resolution
 - Recommend program termination for severe violations
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Article V: Training and Capacity

All Board members complete 4 hours of core training within 90 days of joining covering: internet and networking fundamentals in plain language, how to read connection logs, how to evaluate update proposals, what qualifies as an emergency, and the full scope of Board authority.

All technical proposals must include a plain-language summary written at an 8th-grade reading level. The Board may reject any proposal that fails to provide adequate translation of technical content.

All Board members and program staff are informed during training that program personnel are mandated reporters under [State] law, and that evidence of child abuse or immediate danger must be reported to appropriate authorities regardless of other program privacy commitments.

Article VI: Community Accountability

Quarterly public meetings are open to all community members, held at accessible times, and rotated across library sites. Interpretation and translation provided as needed. Childcare stipends provided. Agendas posted 14 days in advance. Minutes published within 7 days.

Grievance Process: Any person may file a formal grievance regarding internet connectivity policy, privacy concerns, Board process, Technical Lead conduct, or data handling. Written acknowledgment within 5 business days. Findings and proposed resolution within 30 days.

Article VII: Amendment

This Charter may be amended by a 2/3 vote of Board members or by petition from 20% of enrolled families. Any proposed amendment must circulate for 30 days with a public comment period before the vote. No amendment may reduce Board authority or weaken existing protections.

Article VIII: Family Rights

- Right to withdraw their child at any time without penalty or explanation
- Right to request complete deletion of their child's session metadata within 14 days
- No sale, sharing, licensing, or transfer of student data to any third party -- absolute prohibition
- In the event of a government demand for student data, families will be notified as promptly as legally permitted
- No advertising of any kind permitted within the program

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