

BY-LAWS

of the

TECHNICAL EDUCATION CONSORTIUM OF NEW HAMPSHIRE

ARTICLE I

Membership

The membership of the Technical Education Consortium of New Hampshire (TEC-NH) shall consist of organizations contributing their fair monetary share to the Consortium as defined in duly executed Letters of Intent to Participate. These organizations shall be represented by their Career and Technical Education Directors. In addition, contributing post-secondary educational institution(s) shall be a member(s) and shall execute a Letter of Intent to Participate.

ARTICLE II

Purposes

This Consortium shall have no capital stock and no part of the funds received shall inure to the benefit of or be distributable to its members, officers, or other private persons, except that the Consortium shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II of the Articles of Agreement.

No substantial part of the activities of the Consortium shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the Consortium shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provisions of these Articles, the Consortium shall not carry on any other activities not permitted to be carried on by a non-profit organization (or consortium) exempt from Federal income tax under Section 501 (c) (3) of the Internal revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law); nor will the Consortium carry on any activities with funds from the Carl D. Perkins Vocational and Applied Technology Act of 1990 not allowed by the terms and conditions of said Act or its subsequent re-authorizations.

ARTICLE III

Election of Officers

The annual meeting of the Consortium shall be held between July 1 and August 31 in each year, usually in conjunction with the Summer Conference of the New Hampshire Association of Career and Technical Administrators (NHCTA) for the purpose of electing a Board of Directors and conducting business deemed necessary at that time.

Each organizational member of the Consortium shall have one (1) vote in Consortium matters put to a vote of the general membership – specifically, the election of the Board of Directors.

The membership of the Consortium Board of Directors, hereinafter referred to as the Board, shall be composed of seven member Career and Technical Education Directors, hereinafter referred to as the Directors, one post-secondary educational representative and one representative of the Fiscal Agent.

Each Board member shall serve a three year term with the exception of the initial Board, which shall consist of two (2) members with one (1) year terms; two (2) members with two (2) year terms; and three (3) members with three (3) year terms. Each year of the term of office shall be from September 1 through August 31. Post-secondary educational representatives to the Board shall serve at the pleasure of the President of the institution.

ARTICLE IV

Officers

The officers of the Board shall be a Chair, a Vice-Chair, Treasurer, and a Clerk who shall be elected annually, by the Board, from among members of the Board. Such officers shall hold office for one year. An Executive Director may be employed annually by the Board and shall be present at all Board meetings during the term of employment.

The Chair shall preside at all meetings of the Board and perform all other duties, which may be assigned by the Board.

The Vice-Chair shall act as Chair in the absence of the Chair and shall perform such other duties as may be prescribed by vote of the Board.

The Treasurer shall be responsible for all financial reports and legal aspects pertaining thereto, as needed by the Board. As designated by the Board, the Treasurer may or may not be separate from the Fiscal Agent designated by the Board.

The Clerk shall prepare and keep a record of all meetings of the Board and shall perform such other duties as may be required by law or by vote of the Board.

ARTICLE V

Duties of the Board

The Board shall be a policy-making body having the authority to manage and control the affairs and activities of the Consortium.

The Board shall have the authority to employ an Executive Director for purposes of carrying out the day-to-day operation, and to assist in the development and implementation of state-wide programs and any other activities allowable under the Carl D. Perkins Vocational and Applied Technology Act of 1990, and its subsequent re-authorizations i.e., Career and Technical teacher training, use of curriculum and professional development, competency based evaluation of learning outcomes, development of youth leadership skills and other competencies as required.

The Board shall provide such reports on operational and fiscal matters as may be required from time to time by the State Department of Education, participating school districts and the New Hampshire Association of Career and Technical Administrators (NHCTA).

The Board shall have the authority and responsibility to establish procedures and regulations in cooperation with its Fiscal Agent necessary to conduct the business affairs of the Consortium including the receipts of allocated funds from participating school districts and disbursement of funds from services rendered and other items of expense.

ARTICLE VI

Duties of the Executive Director

The Executive Director may be employed by the Consortium for such time as the Board may determine in any fiscal year, and shall be in charge of its day-to-day affairs, and perform such duties as the Board shall determine from time to time. The executive Director shall be present at all Board meetings during the term of employment.

ARTICLE VII

Board Meetings

The Board shall meet at such time and place as designated by the Chair. Written notice on any regular meeting of the Board shall be sent to each member by the Clerk of the Board at least five (5) days prior to the meeting. Special or emergency meetings of the Board may be called at the discretion of the Chair.

A simple majority of members of the Board shall constitute a quorum for the transaction of business. A majority of the Board present and voting shall have the right of authority to take any and all action on behalf of the Consortium.

ARTICLE VIII

Fiscal Year

The fiscal year of the Technical Education Consortium of New Hampshire (TEC-NH) shall run from July 1 to June 30.

ARTICLE IX

Amendments

The By-Laws may be altered or amended at any properly publicized meeting of the Consortium by two-thirds vote of the total consortium membership, provided that notice of the proposed change has been mailed to each Consortium member at least seven (7) days previous to the meeting at which such alteration or amendment is to be considered.

ARTICLE X

Fiscal Agent

The Board shall designate a Fiscal Agent for the Consortium on an annual basis, to provide fiscal administration for all programs carried out by the Consortium.

ARTICLE XI

Withdrawal from Consortium

Once an eligible school district or SAU, through its executive officer (Superintendent or designee), agrees in writing to participate in the Consortium for the fiscal year, it will not be permitted to withdraw its allocation provided that the agreed-upon formula has not changed. Withdrawal will result in the forfeiture of allocation funds and the loss of programs and/or activities provided by the Consortium for the fiscal year.

ARTICLE XII

Participation of Non-Members

Provision shall be made to share the resources and/or statewide support services of the Consortium, whenever possible, with non-consortium member organizations. Contractual arrangements for these services shall be developed jointly by the Board and the non-Consortium member organization.

ARTICLE XIII

Dissolution

If in the event the dissolution of the Technical Education Consortium of New Hampshire occurs, whether voluntary or involuntary, no officer, director or employee shall be entitled to share in any funds entrusted to the Consortium. Once all financial obligations have been met, surplus funds, if any, shall be returned to the participating consortium school districts utilizing the agreed-upon formula percentage stated in the Letter of Intent signed by each district.