

Article I. NAME AND MISSION

- Section 1: This organization shall be known as Lowcountry STEM Collaborative.
- Section 2: Lowcountry STEM Collaborative is a partnership among lowcountry regional non-profit organizations, K-12 school systems, post-secondary academic organizations, industrial companies, businesses, and others who provide intellectual, action, and capital resources to the collaborative.
- Section 3: The Vision of the Lowcountry STEM Collaborative is that our region will be a leader in STEM education. Preparing and inspiring generations of learners to meet the challenges of a global society through innovation, critical thinking and community collaboration.
- Section 4: The Mission of the Lowcountry STEM Collaborative shall be to:
The Lowcountry STEM Collaborative effectively engages the community to advance STEM awareness, interest and literacy, thereby establishing our region as a leader in STEM education and bolstering our STEM workforce.
- Section 5: The Mission of the Lowcountry STEM Collaborative will be met through three priorities:
Priority 1: Effectively engage the community to advance STEM awareness, interest and literacy in the Lowcountry.
Priority 2: Bolster the Lowcountry's STEM workforce.
Priority 3: Establish our region as a leader in STEM education.

Article II. ORGANIZATIONAL STRUCTURE

- Section 1: Founding Partners of the Lowcountry STEM Collaborative shall be Bosch, Boeing SC, Google, The Citadel, and The InterTech Group. Each organization identified as a founding Partner shall have one representative member on the Advisory Board for as long as they contribute annually to the Lowcountry STEM Collaborative. Each Founding Partner will be given the opportunity to participate. Should they wish to continue the organization shall select its representative and fill vacancies by self-determined methods.
- Section 1.1: Executive Council: The Advisory Board Chair, Chair-elect, and representatives of founding partner organizations will form the Executive Council.

The Executive Council shall:

- Meet, virtually or face to face, on months when the whole Advisory Board does not meet to conduct business;
- Act as the negotiating body and signing authority for fiscal agent agreements;
- Evaluate the work of the Director and Collaborative staff; and,
- Develop of Advisory Board meeting agendas.

Section 2: The membership shall be any non-profit organizations, K-12 school systems, post-secondary academic organizations, industrial companies, businesses, and others who provide intellectual, action, and capital resources to the Lowcountry STEM Collaborative. (Membership Levels--Addendum A)

Section 3: The Advisory Board shall consist of no less than twelve (12) voting and not more than twenty (25) voting members. Membership may include representatives from the founding partners, Lowcountry STEM Collaborative director, managing organization's executive director (ex officio, non- voting member) and representatives from each of the Sponsoring Members made up of non-profit organizations, K-12 school systems, post-secondary academic organizations, industrial companies, businesses, and others who provide intellectual, action, and capital resources as determined by the Executive Board.

Article III. ADVISORY BOARD RESPONSIBILITIES

Section 1. The Lowcountry STEM Collaborative Advisory Board shall:

- Participate in regularly scheduled Advisory Board meetings.
- Develop the yearly strategic plan of the organization.
- Approve the yearly budget.
- Respond in a timely manner to requests for advice or assistance from the Lowcountry STEM Collaborative staff.
- Serve the organization in a meaningful way. This includes contributing time, resources or expertise to fulfilling the vision and mission of the Lowcountry STEM Collaborative.
- Pursue contributions from partner organizations of not less than \$5,000 per year.
- Actively promote the Lowcountry STEM Collaborative and its vision and mission within their respective organizations and their community.
- Approve the hiring or release of the Lowcountry STEM Collaborative staff.

Section 2: The Advisory Board will meet every other month or at such times when circumstances

require that a special meeting be called. Dates for regularly scheduled meetings shall be determined by a majority of the Advisory Board. If Advisory Board members' circumstances have changed and they are unable to fulfill their duties, a voting quorum may vote to "refill" their seat.

Section 3: A quorum shall be not less than one-half of the voting members. All actions will be determined by majority vote of the quorum. Voting may take place at meetings or be taken via electronic methods. Board members will have a minimum of one week to review items related to organizational policy prior to voting.

Section 4: All members of the Lowcountry STEM Collaborative Advisory Board and of any committees formed by these members shall serve without remuneration.

Section 5: The Advisory Board shall elect a Chairperson and a Chair-elect. Each shall be elected by a quorum of the Board in May of every even year.

The Chairperson shall:

- Serve a two-year term.
- Facilitate all aspects of appointments to the Advisory Board.
- Propose agendas for meetings of the Executive and Advisory Boards in consultation with the Director and/or other staff.
- Call meetings of the Advisory Board.
- Maintain communications between the Advisory Board and the Director.
- Review grant or other proposals developed by the Director for project funding.

The Chair-elect shall:

- Serve a two year term as Chair-Elect.
- Become Advisory Board Chairperson at the end of Chair-elect term for an additional two years.
- In the absence of the chairperson, fulfill duties as stated in the Lowcountry STEM Collaborative by-laws.

Article IV. LOWCOUNTRY STEM COLLABORATIVE STAFF

Section 1. The Lowcountry STEM Collaborative staff shall include the Director, Program Manager(s), and other positions as approved by the Advisory Board.

- Section 2. All staff shall serve at the discretion of the Executive Board and Lowcountry STEM Collaborative managing entity.
- Section 3. The staff shall oversee the activities of the Lowcountry STEM Collaborative as identified in their respective job descriptions, which are subject to review by the Advisory Board.
- Section 4. The director shall have budgetary discretion when the amount does not exceed \$5,000. Transactions in excess of \$5,000 shall require approval by majority vote of the Advisory Board.
- Section 5. All staff of the Lowcountry STEM Collaborative shall be compensated for their services at a rate to be determined by the Advisory Board.

Article V. FINANCES AND BUDGETS

- Section 1. All operating expenses of the Lowcountry STEM Collaborative shall be paid in accordance with rules and regulations that govern the fiscal agent of the Lowcountry STEM Collaborative. Additionally, funds generated through grants or donations shall be managed in accordance to the guidelines of the granting agent or donor.
- Section 2. The Director shall submit an Operating Budget to the Advisory Board. The Advisory Board shall accept or modify the budget. Proposed changes in the approved budget exceeding 10% in any category shall be approved by majority vote of the Advisory Board.
- Section 3. All Lowcountry STEM Collaborative financial transactions are subject to audit by the organization's fiscal agent and/or its auditors. Additionally, the Lowcountry STEM Collaborative Advisory Board shall receive and review regular reports as to the financial status of the organization.
- Section 4. The Fiscal Year of the Lowcountry STEM Collaborative shall be July 1 – June 30. Each year there will be a balanced budget.

Article VI. MEMBERSHIP

- Section 1. Membership is open to Organizations, Affiliates, and Individuals at levels described in the

Membership Levels document. (Membership Levels - Addendum A)

- Section 2. Membership shall coincide with the Lowcountry STEM Collaborative fiscal year (July 1 – June 30).
- Section 3. Organizations are any for-profit entity that supports the purposes of the Lowcountry STEM Collaborative.
- Section 4. Affiliates are any not-for-profit organization or local education agency that supports the purposes of the Lowcountry STEM Collaborative.
- Section 5. Individuals are any person that supports the purposes of the Lowcountry STEM Collaborative.

Article VII. AMENDMENTS

- Section 1. Amendments to the By-Laws may be proposed by any member of the Lowcountry STEM Collaborative Advisory Board or staff at any regular Advisory Board meeting or at a minimum of one time annually. Amendments shall be adopted by a majority vote of the quorum.

Article VIII. DEFICIENCIES

- Section 1. The operation of the Lowcountry STEM Collaborative is subject to evaluation by its Advisory Board and Director. A formal Notification of Deficiency may be proposed by any member of the Lowcountry STEM Collaborative Advisory Board or the Director at any regular meeting of the Board.

Article IX. DISSOLUTION

- Section 1. The continuation of the Lowcountry STEM Collaborative is subject to evaluation by its Advisory Board and Director. A request to dissolve may be proposed by any member of the Lowcountry STEM Collaborative Advisory Board or the Director at any regular meeting of the Board.

Section 2. In the event of the dissolution of the Lowcountry STEM Collaborative, all non-obligated assets and property purchased with the Lowcountry STEM Collaborative funds shall revert to the managing partner or to a not-for-profit organization with a mission complementary to that of the Lowcountry STEM Collaborative as determined by a one half (1/2) majority vote of all Advisory Board members.