

Woods Hole Science and Technology Education Partnership, Inc.
BYLAWS

I. Name

The name of the organization shall be the “ Woods Hole Science Technology and Education Partnership Incorporated”, herein referred to as WHSTEP.

II. Purpose and Goals

The purpose of WHSTEP is to promote scientific literacy and to support and expand opportunities in science and technology education for all students in area schools. This will be accomplished by developing an effective partnership that draws upon the unique community resources available in Woods Hole and the surrounding areas.

The goals of WHSTEP are:

1. To develop effective partnerships between schools and scientists. Manifestation of this may be, but not limited to, providing mentors for science projects, guest speakers and science fair judges.
2. To assure that all students and teachers have equal opportunities within WHSTEP.
3. To explore and develop new models of science/math learning and teaching.
4. To promote and expand scientific literacy by offering WHSTEP programs within participating communities. These programs may be meetings, teacher workshops, mini grant awards, family events or other educational programs.

III. Membership

Membership shall be open to area school districts, to nonprofit scientific organizations, and government scientific organizations, hereafter known as organizational members. Membership may also be open to businesses that subscribe to the purposes and goals of WHSTEP. All members agree to abide by the stipulations of these bylaws and by decisions of the Executive Committee.

Membership area refers to the upper cape and surrounding towns.

Annual member dues are to be determined by the Executive Committee.

IV. Governance

WHSTEP shall be governed by the Executive Committee and Officers elected by the Members at its annual meeting for a two year term of service.

Decisions shall be made according to the principles of consensus, defined not as a simple majority or as unanimity, but rather a “sense of the group”. The sense of the group, as expressed through the exchange of ideas and opinions at open, scheduled WHSTEP Executive Committee meetings, shall be the official decision of WHSTEP. Decisions shall be made when a quorum is present for executive Committee Meetings.

Actions undertaken in the name of WHSTEP by its members shall be consistent with the consensus position.

If there is no clear consensus after discussion, the Executive Committee will discuss issues and decide by a simple majority vote.

V. Officers

The officers of WHSTEP shall be elected by the members to serve for two (2) year terms and should consist of the following:

- A. Chair or CoChairs: The Chair or CoChairs shall preside over all meetings of WHSTEP and the Executive Committee. If there are cochairs, preference would be for backgrounds of the cochairs to be complementary with one having a position in education and one in a participating research institution.
- B. Treasurer: The treasurer shall keep records of all incoming and outgoing funds, invoice annual membership dues, issue approved payments from the WHSTEP account, prepare a budget prior to each fiscal year, and present a financial report at each meeting.
- C. Clerk/Administrator: The clerk shall oversee the record keeping of WHSTEP including, but not limited to, keeping monthly minutes of the Executive Committee meetings, posting notices and correspondence and publishing the semiannual newsletter.

VI. Committees

A. Executive Committee:

The executive Committee shall consist of the officers plus one to two members or representatives from other institutions (any dues paying member institution). Members of the Executive Committee shall serve three (3) year terms and may serve several terms in succession. The Executive Committee shall reflect as closely as possible the WHSTEP membership with an appropriate distribution between participating schools and science institutions. School participation should reflect elementary, middle school and high school levels. The executive Committee shall be authorized to act on all WHSTEP business at regularly scheduled monthly meetings. Decisions of the

Executive Committee must be reported in the WHSTEP newsletter. A quorum of the Executive Committee shall consist of at least fifty percent (50%) of the members with at least one representative member from a research institution and at least one member from an educational institution.

B. Advisory Committee. An advisory Committee may be established to include members whose experience and interests are valuable to the WHSTEP mission. Advisory Committee members are not voting members of the Executive Committee but may participate in discussions.

C. Subcommittees: Committees and task forces may be established by WHSTEP as needed. Members may be from the Executive committee or from the general membership. Members must be in good standing and appointed by the Executive Committee.

VII. Meetings

WHSTEP will hold at least two public meetings per year. Meetings will be held in the spring and winter and they will focus around a scientific lecture as well as a presentation that includes resources for scientific education. Ideally, the hosting of meetings will alternate between member schools and research institutions or businesses. All WHSTEP meetings are open meetings.

VIII. Compensation

With the exception of the clerk (administrator) no WHSTEP member shall receive compensation for any services rendered to WHSTEP without the express authorization of WHSTEP. The sole position with inherent monetary compensation is the clerk/administrator who reports to the cochairs and works in close coordination with the executive committee to fulfill the WHSTEP mission, attending all events and meetings unless excused by a chair of the Executive Committee.

IX. Nondiscrimination Policy

The officers, committee members, and persons served by WHSTEP shall be selected entirely on a nondiscriminatory basis with respect to age, sex, race, religion, national origin and sexual orientation.

X. Fiscal Year

The fiscal year of WHSTEP shall be from January 1 to December 31 of each year.

XI. Amendments. Amendments to these bylaws must be presented to the Executive

Committee for action. Once approved by the Executive Committee they must be presented at a regularly scheduled WHSTEP meeting.

XII. Termination WHSTEP may be dissolved by the members at a regularly scheduled public WHSTEP meeting, WHSTEP shall then be terminated upon payment of all its debts and liabilities and the distribution of all remaining assets to nonprofit member organizations in proportion to their membership dues. This shall be done in accordance with Section 501(C)(3) of the 1986 Internal Revenue Code.

Bylaws adopted July 25, 1990 Bylaws amended
and approved April 10, 1991 Bylaws amended and
approved January 6 1993 Bylaws amended and
approved November 8, 2001

WHSTEP Woods Hole Science Technology Education

Partnership

Bylaws Amendment for purpose of Articles of
Incorporation

Presented 7/25/16 to Executive Committee

To be presented at Liaison Dinner Fall
2016