



Center for Educator Recruitment, Retention, & Advancement

BYLAWS

ADVISORY BOARD

THE MISSION OF THE CENTER FOR EDUCATOR RECRUITMENT, RETENTION,
AND ADVANCEMENT – SOUTH CAROLINA (CERRA) IS TO PROVIDE LEADERSHIP
IN IDENTIFYING, ATTRACTING, PLACING AND RETAINING
WELL-QUALIFIED INDIVIDUALS FOR THE TEACHING PROFESSION IN OUR STATE.
IN DOING SO, CERRA WILL RESPOND TO CHANGING NEEDS FOR TEACHERS
FROM UNDERREPRESENTED POPULATIONS, IN CRITICAL SUBJECT FIELDS
AND IN UNDER-SERVED GEOGRAPHICAL AREAS IN SOUTH CAROLINA.
CERRA WILL WORK COOPERATIVELY WITH OTHER ORGANIZATIONS
TO PROMOTE THE TEACHING PROFESSION.

ADOPTED SEPTEMBER 2, 2004
(REVISED APRIL 1, 2006)

BYLAWS

ADVISORY BOARD

ARTICLE I GENERAL

SECTION 1: PURPOSE

The purpose of the CERRA Advisory Board is to advocate for the teaching profession, especially in the areas of teacher/educator recruitment, retention, and advancement. An additional purpose of the Advisory Board is to function as an advisory body for the network of teachers/educators affiliated with CERRA. The Board will serve as a positive voice for educational reform, professional development for all teachers, and, the improvement of teacher quality in order to raise the level of student achievement in South Carolina's public schools.

SECTION 2: ORGANIZATION

The Advisory Board shall be composed of representation from the following groups of the CERRA network: Former Pre-Collegiate and Pre-Service program participants, ProTeam instructors, Teacher Cadet instructors, College Partners, District Teachers of the Year, and National Board Certified Teachers®. The three standing committees of the Board are the Pre-Collegiate network members (ProTeam, Teacher Cadet, College Partners) and Teacher Leaders (District Teachers of the Year, and National Board Certified Teachers®).

SECTION 3: LIMITATIONS OF METHODS

The CERRA Advisory Board shall be nonpartisan, nonsectional, and nonsectarian and shall take no part in nor lend its influence to the nomination, election, or appointment of any candidate or cause for national, state, county, or city offices.

ARTICLE II MEMBERSHIP

SECTION 1: ELIGIBILITY

The CERRA Advisory Board shall be comprised of representatives from programmatic groups involved in the mission of CERRA as outlined in Article I, Section 2. The total membership of the advisory group shall be limited to thirty-five (35) at any one time.

SECTION 2: VOTING

Each participating Advisory Board member shall have one (1) vote. If for any reason a member is unable to exercise his/her voting privilege, a proxy may be designated by said member. At least two days prior to any meeting, notice of the proxy's name and intent to participate in the meeting must be given to the appropriate Chairperson.

SECTION 3: EXERCISE OF PRIVILEGES

Should a vacancy occur in an elected seat or appointment to the Advisory Board, the Chair of the group represented by the vacant seat and the CERRA Program Director responsible for the oversight of the group shall have the right to identify a replacement, subject to approval by the full Board.

SECTION 4: TERMS AND ELECTION TO THE ADVISORY BOARD

Advisory Board members shall serve three-year terms. All members shall have one vote in all actions requiring formal approval. Each Advisory Board member shall serve no more than two consecutive three-year terms, and the member must rotate off of the Board for at least one (1) year before being placed on a ballot for reelection.

All newly-elected Advisory Board members shall be invited to attend the first scheduled meeting as guests following their election. The newly-elected members shall be officially seated and thereafter have voting privileges at the second meeting following their election. *Ex-officio* members shall be appointed to the Advisory Board and shall serve in a non-voting capacity.

In the event that an Advisory Board member moves to another region or leaves the CERRA program represented by that seat, the member will be permitted to serve for the entire term for which he/she was elected.

Advisory Board members are expected to attend and participate in all meetings. The three Chairpersons of the Advisory Board shall have the authority, determined by a majority vote, to require any member to vacate his/her position because of inadequate attendance/participation. If a member has excessive absences, his/her status shall be brought to the attention of the Chairpersons. A member may be removed from the Advisory Board by a majority vote of the full group for failure to attend meetings, failure to fulfill duties or for unethical or illegal behavior.

SEAT ROTATION FOR ADVISORY BOARD		
First Rotation	Second Rotation	Third Rotation
Seat 1: Teacher of the Year/Region 1	Seat 6: At Large TOY/NBCT/Region 1	Seat 11: NBCT/Region 1
Seat 2: Teacher of the Year /Region 2	Seat 7: At Large TOY/NBCT /Region 2	Seat 12: NBCT/Region 2
Seat 3: Teacher of the Year /Region 3	Seat 8: At Large TOY/NBCT /Region 3	Seat 13: NBCT/Region 3
Seat 4: Teacher of the Year /Region 4	Seat 9: At Large TOY/NBCT /Region 4	Seat 14: NBCT/Region 4
Seat 5: Teacher of the Year /Region 5	Seat 10: At Large TOY/NBCT /Region 5	Seat 15: NBCT/Region 5
Seat 16: Former PT/TC/Fellow/Region 1	Seat 21: <u>ProTeam</u> /Teacher Cadet Region 1	Seat 26: Teacher Cadet/Region 1
Seat 17: Former PT/TC/Fellow/Region 2	Seat 22: <u>ProTeam</u> /Teacher Cadet Region 2	Seat 27: Teacher Cadet/Region 2
Seat 18: Former PT/TC/Fellow/Region 3	Seat 23: <u>ProTeam</u> /Teacher Cadet Region 3	Seat 28: Teacher Cadet/Region 3
Seat 19: Former PT/TC/Fellow/Region 4	Seat 24: <u>ProTeam</u> /Teacher Cadet Region 4	Seat 29: Teacher Cadet/Region 4
Seat 20: Former PT/TC/Fellow/Region 5	Seat 25: <u>ProTeam</u> /Teacher Cadet Region 5	Seat 30: Teacher Cadet/Region 5
APPOINTED SEATS (At large)	Seat 32: BCNSCE Chair**	Seat 34: IHE**
Seat 31: SC TOY**	Seat 33: Pre-Collegiate Chair**	Seat 35: IHE**

+Appointed seat *One-year term

SECTION 5: REGULAR TEACHER LEADER MEETINGS

Unless otherwise ordered by the Advisory Board Chairpersons, regular meetings of the CERRA Advisory Board shall be held at least once and no more than four times during each fiscal year on dates as may be designated by Chairpersons and the CERRA Program Directors. Special meetings of the CERRA Advisory Board may be called whenever the Chairperson or a majority of Advisory Board deem it necessary, at such date, time, and place as the Chairperson and CERRA Program Directors shall determine.

SECTION 6: QUORUM

A quorum shall consist of a majority of all members presently serving on the CERRA Advisory Board. A quorum shall not be necessary for a meeting to proceed. However, a quorum must be present for any official action to be taken. All action taken shall be by a majority vote of the Advisory Board present and voting at the meeting. In the absence of a quorum at a scheduled meeting of the Advisory Board, action may take place by polling the entire Board by postal mail, fax, electronic mail or telephone.

In the event the Advisory Board desires that the members of a group vote on an issue between regular meetings, the group’s Chairperson may use postal mail or electronic mail ballot, and the results of which will be reported immediately to all members. Action shall be taken based on a majority of a quorum of the members of each group.

SECTION 7: COMPENSATION

No Advisory Board member shall receive, directly or indirectly, any compensation for his/her services as a member of CERRA Advisory Board. CERRA may authorize reimbursement of reasonable expenses incurred by members in connection with attendance at meetings or responsibilities assigned to members.

In the event the Advisory Board desires that the members of a group vote on an issue between regular meetings, the group’s Chairperson may use postal mail or electronic mail ballot, the results of which will be reported immediately to all members. Action will be taken based on a majority of a quorum of the members of each group.

SECTION 8: STANDING COMMITTEES

PRE-COLLEGIATE

The Pre-Collegiate Committee shall consist of the representatives of the ProTeam, Teacher Cadet and College Partner programs. A chair shall be appointed, in addition to the fifteen (15) elected seats of this committee.

TEACHER LEADERS

The Teacher Leaders Committee shall consist of the representatives of the District Teachers of the Year and eligible National Board Certified Teachers®. Two chairs shall be appointed: the SC Teacher of the Year, as determined by the State Selection Committee overseen by the State Department of Education; and an NBCT selected from the BCNSCE Regional Leaders and Liaisons.

SECTION 9: SPECIAL COMMITTEES

SUBCOMMITTEES and AD HOC COMMITTEES

The Chairpersons, by and with the approval of the CERRA Program Directors, shall determine the need for Subcommittees and *ad hoc* committees to serve in an extended capacity for special projects and circumstances. The Chairperson shall, with the advice and counsel of the Program Directors, appoint all Subcommittee and *ad hoc* Committee Chairpersons. Committee members shall be appointed by the Committee Chairperson with the counsel of the Program Directors.

Committee members who are not members of Advisory Board may be appointed, if a particular perspective or specific area of expertise is needed. Each Subcommittee and *ad hoc* Committee shall have no fewer than three and no more than six members.

ARTICLE IV OFFICERS

SECTION 1: NUMBER

The officers of the CERRA Advisory Board shall consist of Standing Committee Chairpersons (Tri-Chairs) and such other officers as the Board may appoint. Tri-chairs shall be appointed (Pre-Collegiate, current SC State Teacher of the Year, NBCT).

SECTION 2: ELECTION AND TERM OF OFFICE

The Chairpersons shall be appointed by CERRA staff at the last meeting of the fiscal year and shall serve for a one-year term. The term begins July 1. Officers may be re-appointed and may serve up to three consecutive terms.

SECTION 3: LIMITATION OF AUTHORITY

Committees shall be discharged by the Chairperson when their work has been completed and their reports accepted, or when, in the opinion of the Advisory Board, it is deemed wise to discontinue the committee.

No action by any member, committee, employee, CERRA Executive Director or officer shall be binding upon or constitute an expression of the policy or practice of CERRA until it shall have been approved by the CERRA Executive Committee or the CERRA Board of Directors.

ARTICLE V PARLIAMENTARY AUTHORITY

The current edition of *Robert's Rules of Order* shall be the final source of authority in all questions of parliamentary procedure when such rules are not in conflict with the bylaws of the Advisory Board.

ARTICLE VI GIFTS AND DONATIONS

Any gift or donation made to CERRA or the Advisory Board from any person, business or corporation may be designated for a particular program or activity which is currently being implemented or may be designated to a particular purpose. The CERRA Executive Committee is empowered to accept or reject any gifts or contributions.

ARTICLE VII AMENDMENTS

These bylaws of the CERRA Advisory Board may be amended or repealed, or new bylaws may be adopted by an affirmative vote of the majority of all persons then serving on the Advisory Board, provided thirty-day notice is given for the intention to amend, repeal or make addition to the articles or bylaws.

