



**Cary High School Academy of Technology and Advanced Manufacturing
By Advisory Board By-Laws**



ARTICLE 1 -NAME

The name of this board shall be the Cary High School Academy of Technology and Advanced Manufacturing. Business Advisory Board (“Advisory Board”).

ARTICLE II -PURPOSE

An Advisory Board functions in an advisory capacity to the ATAM program a member of the Wake County Public School System. The Advisory Board makes recommendations and provides advice as needed regarding the existing operations and expansion of ATAM programs, number of students in the program, curriculum, and teacher training. All fundraising activities, including operating budget, have been delegated to the Cary High School Academy Support Team (AST), structured as a non-profit organization. The Advisory Board primarily assists with securing internships and providing in-kind contributions to the ATAM program, such as hosting job shadow days and providing conferencing and meeting facilities. Lastly, the Advisory Board is an integral part of the experiential learning activities for all ATAM students; bridging the gap between the classroom, and the “real world.”

ARTICLE III -OBJECTIVES

The primary objective of the Advisory Board is to support the following goals and policies of the local ATAM program:

1. Preparing ATAM students through course work and related experiential education for success in higher education, their careers and in life.
2. Providing paid internship opportunities for ATAM students.
3. Providing training and professional development opportunities for teachers.
4. Enlisting the expertise of individuals in the industry to assist with development and evaluation of curriculum, keynote speakers, and internships.
5. Advocating on behalf of the ATAM.

ARTICLE IV -ORGANIZATION

The CHS ATAM Advisory Board meets monthly September through May. We meet in August to conduct a long-range planning session for the upcoming school year which includes all stakeholders from ATAM (Director, teachers, administration, district representation, and invited guests) Additional meetings may be held by Committees in order to give counsel and solve specific problems dealing with internships, curriculum, or other matters related to the ATAM program.

ARTICLE V – MEMBERSHIP

Section 1 . Membership:

1. The members of the Advisory Board shall be representatives of industry, colleges and universities, community leaders and educators. Students and parents may also be members as well.
2. Members of the Advisory Board shall receive no compensation for their services as Advisory Board members, nor will they receive any preferential treatment for students coming into the program or already in the program.

Section 2. Term of Membership:

1. Advisory Board Members do not have a term commitment; they are allowed to stay as long as they want.
2. Any member may resign from the Advisory Board by giving notice to the Chairperson. The resignation will be effective immediately upon receipt of such notice.
3. Members are not required to attend a minimum number of meetings per year; we recognize this is a volunteer organization and respect whatever time an individual can give to the Advisory Board.
4. Any Advisory Board member may be asked to resign from the Board at any time, for any reason, by a majority vote of the members of the Board.

Section 3. Membership Requirements:

1. The selection of members shall be made without respect to race, color, creed, national origin, age, handicap, sexual orientation, or gender. The Advisory Board shall include, but not be limited to, representatives from the following three broad categories: (1) the respective Academy industry, (2) the educational community, and (3) the community at large.
2. Candidates must be nominated by a member in good standing of the Advisory Board and approved by a majority vote of its members

Section 4. Membership Year:

1. Academic, beginning on or about September 1, and ending on or about August 31.

ARTICLE VI - RESPONSIBILITIES

1. Secure paid internships.
2. Provide in-kind contributions.
3. Strengthen public relations and publicity relative to the program.
4. Assist in evaluating the rigor, relevance, and effectiveness of the overall program to meet the needs of industry, readiness for college and preparation for life.
5. Provide professional assistance at the request of the ATAM Director.

ARTICLE VII - MEETINGS

Section 1. Quorum

A simple majority of the Advisory Board members shall constitute a quorum for conducting Advisory Board business.

Section 2. Voting

Each active member of the Advisory Board shall be entitled to vote or voice opinion on any issue presented to the Advisory Board.

Section 3. Minutes

The Chairperson will designate a person to record and distribute the minutes to all Advisory Board members. The ATAM Director will assist the Chairperson in coordinating the meetings and developing the agenda.

ARTICLE VIII -OFFICERS

Section 1 Chairperson

The Advisory Board shall consist of one Chairperson. The Chairperson shall be elected by the members of the Advisory Board for a term of two years.

Section 2. Co -Chairperson

The Advisory Board shall consist of one Co-Chairperson. The Co-Chairperson shall be elected by the members of the Advisory Board every two years.

Section 3. Other - Officers

Other officer positions such as Secretary and Treasury shall be decided by the majority of the Advisory Board members.

Sections 4 Ex Officio Officers

Ex officio members shall consist of selected industry leaders, state or municipal government officials and school district staff, and are non-voting members.

ARTICLE IX - DUTIES OF THE OFFICERS

Section 1 Chairperson

The Chairperson's duties shall be those usually pertaining to the office set forth in Robert's Rules of Order and such other duties as may be prescribed.

Section 2 Vice – chairperson or Co-Chairperson

The Vice-or Co-Chairperson's duties shall be to direct all meetings in the absence of the Chairperson to ensure the development and maintenance of a strong and active Advisory Board.