

Ohio College Tech Prep

Local Governing Board

By-Laws

Official Name: Ohio College Tech Prep Local Governing Board

Official Purpose: The Ohio College Tech Prep Local Governing Board provides oversight for the local implementation of Perkins IV, Tech Prep Grant and ensures compliance with state policy.

ARTICLE I Membership

Section I. Members

The Tech Prep Governing Board membership will represent appropriate stakeholder participation which includes, but is not limited to, business, industry, labor, government, Consortia Directors and education. College Tech Prep mission and membership will be reviewed periodically for necessary changes. The Tech Prep Director and Tech Prep Staff will attend the meetings as Ex Officio members

Membership will reflect the specific regional needs for effective Career Technical Education. Members will be familiar with the State of Ohio economic and educational goals. Membership will meet the following: *(Local Governing Boards will need to decide other stakeholder representation reflective of regional needs.)*

Required Members include:

1. Secondary Perkins Recipients (CTPD)
2. Postsecondary Two Year Perkins Recipients
3. Postsecondary Adult Workforce Perkins Recipients
4. Business/Industry/Labor representation
5. Regional Economic Development Director or designee
6. Tech Prep Directors/Staff as ex-officio members

Recommended Members:

1. Regional Economic Development representation
2. Access/Success Organizations
3. Current and Graduated CTE students
4. Community Organizations

Section II. Length of Term and Attendance

1. Length of terms *(Determined locally)*

2. If a member cannot be present, an appropriate designee can be assigned to attend with full voting privileges

Section III. Regular Meetings

The Governing Board will meet face-to-face a minimum of twice per year. *(Additional meetings may be required and language may be added at the discretion of the local Governing Board.)* Agendas for the meetings will be prepared by the appointed officers assisted by the Tech Prep staff. Members may join meetings electronically, where applicable. Section IV.

Special Meetings

A special meeting may be called by a majority of members or co-chairs and shall be held at such time and place as is set forth in the notice of the special meeting. These meetings may be held through electronic means. *(This may be modified to meet local Governing Board/Tech Prep needs.)*

Section V. Voting

For purposes of transacting business, a quorum shall consist of a simple majority of the number of members present.

Section VI. Minutes

The Tech Prep Director is responsible for the meeting logistics and minutes.

ARTICLE II Officers

The Ohio College Tech Prep Local Governing Board meetings will be facilitated by two co-chairs who will serve as the officers of the consortia. Co-chairs will represent one member of the secondary education and one member of the postsecondary education membership. Terms will be for two years and will be staggered *(Terms may be determined by the local Governing Board. Other officer positions may be added to the local governance. Additional language may be added at the discretion of the local Governing Board.)*

ARTICLE III Committees

Committees will be formed, as needed, and will be designed for specific functions to reflect the goals and strategies developed by the Governing Board in response to the Perkins IV, Tech Prep Grant. Committee membership will include an assigned Consortia staff person. *(This may be modified to reflect local Governing Board needs.)*

ARTICLE IV Amendments of the By-Laws

Article I, Section II, Section III, Section IV, Section V and Section VI, Article II and Article III may be amended by a majority vote of the members of the local Tech Prep Governing Board.