



# GOVERNANCE BYLAWS

## K-12 School Technology Initiative Committee

### 1 Committee Established

The K-12 School Technology Initiative Committee (hereinafter the “Committee”) was established by the Legislature by Proviso in 1996. The committee shall have the responsibilities set forth by the current Proviso, or those that are enacted in the future by the Legislature, which are to be carried out in the manner described in these Bylaws.

### 2 Current Proviso

The committee shall be governed and guided by the current K-12 School Technology Initiative Proviso, and any other appropriate Provisos and Laws. The current Provisos are attached. Changes in Legislation may require revisions of these Bylaws.

### 3 Scope of Responsibility

The charge of the Committee is to assist the Department of Education in determining how the State of South Carolina may best use the funds provided by the state budgetary process to deliver cost effective technology in support of the K-12 students of the state, while encouraging public-private sector participation in the governance process. The Committee shall also review and approve the uses of funding provided to the Committee. This will include, but not be limited to:

- a. Review and approval of funding priorities;
- b. Review and approval of services to be provided;
- c. Filing of Federal E-rate applications and other required documentation on behalf of the participating schools and libraries;
- d. Development and evaluation of pilot technology projects;
- e. Periodic reports to the Legislature and/or to management and for publication on the Committee’s website; and
- f. Approval of all strategic policies guiding the Committee.

### 4 Rules and Procedures

The Committee meetings shall operate using agenda-driven discussions and consensus decision-making, except as otherwise prescribed herein.

## **5 Membership and Representation**

5.1 The Committee shall consist of the members as follows:

- a. The Superintendent of Education, or his/her designee;
- b. The Executive Director of the Budget and Control Board, or his/her designee from the Division of the State CIO;
- c. The Executive Director of the State Library, or his/her designee;
- d. The President of the South Carolina Educational Television Network, or his/her designee;
- e. The Executive Director of the Education Oversight Committee, or his/her designee;
- f. The President of AT&T for South Carolina, or his/her designee, as a non-voting member;
- g. A representative of the Independent Telephone Companies in the state, as a non-voting member.
- h. To the extent that the designated representative for any partner organization may not be present a single alternate representative may be established by that organization for the purposes of any given vote.

5.2 Other representatives from the above organizations and other interested parties are encouraged to participate in the activities of the committee.

5.3 The Chair of the Committee shall maintain a current directory and contact information for all Committee members and interested participants.

## **6 Chair**

The Committee shall select the Chairperson of the Committee.

## **7 Quorum**

A simple majority as represented by three or more of the voting members of the Committee as defined above must be present to constitute a quorum. A quorum is required for the Committee to conduct business.

## **8 Voting Rights**

Only authorized members, as set forth above, shall be entitled to vote on actions taken by the Committee. Votes may be taken if consensus cannot be reached.

## **9 Meetings**

9.1 The Chairperson shall schedule regular meetings of the Committee and shall preside at all meetings of the Committee.

9.2 Regular meetings of the Committee shall be held at a time and place selected by the Chairperson.

9.3 If the Chairperson is unable to attend, the Chairperson's designee shall preside at the meeting of the Committee.

- 9.4 The Chairperson shall call special meetings of the Committee whenever meetings are considered necessary, or whenever requested in writing by at least three Committee members.
- 9.5 The Chairperson is responsible for sending a notice of each meeting (accompanied by an agenda for that meeting) to each Committee member giving adequate time for preparation for the meeting.
- 9.6 The Chairperson is responsible for posting a Notice of Public Meeting for each meeting of the Committee.

## **10 Standing and Special Sub-Committees**

The Committee may designate and organize Standing or Special Sub-Committees of members as necessary to assist the Committee in carrying out its duties.

## **11 Reporting Procedures**

The Committee shall appoint a person to perform the duties of Secretary of the Committee who shall keep minutes of all meetings of the Committee. These minutes will advise recipients of any actions taken by these Committees. All supporting documentation for such actions, unless it imposes a security risk, will generally be made public if requested.

## **12 Amendments**

Provided there is fourteen (14) calendar days advance notice these bylaws may be amended at any duly called meeting of the Committee by a simple majority vote of the members present.

**117.29.** (GP: School Technology Initiative)

From the funds appropriated/authorized for the K-12 technology initiative, the Department of Education, in consultation with the Budget and Control Board's Division of State Information Technology, the State Library and Educational Television Commission, and a representative from the Education Oversight Committee, shall administer the K-12 technology initiative funds. These funds are intended to provide technology, encourage effective use of technology in the K-12 public schools throughout the state, conduct cost/benefit analyses of the various technologies and should, to the maximum extent possible, involve public-private sector collaborative efforts. Funds may also be used to establish pilot projects for new technologies with selected school districts as part of the evaluation process. K-12 technology initiative funds shall be retained and carried forward to be used for the same purpose.

**91.25.** (LEG: Technology Panel)

Of the funds appropriated in XII.E.2. for Technology the K-12 Technology Initiative partnership shall provide a report to the House Education and Public Works Committee, the House Ways and Means Committee, the Senate Education Committee and the Senate Finance Committee, describing the state's efforts to facilitate the cost effective provision of connectivity and internet bandwidth to schools and libraries on a statewide basis, regardless of location, activities to assist schools and libraries in minimizing and detecting internet security threats, the development and utilization of technological and online resources to support student development and achievement, the development and utilization of curriculum and professional training to support the use of instructional technology in schools and libraries, and other educational technology related activities engaged in by the partnership. Further, the report must detail information on the expenditure of the K-12 Technology funds by each district as well as a list of the districts requesting flexibility in the use of those funds. The report shall be submitted no later than June 1, 2015.

**89.35.** (GP: School Technology Initiative)

From the funds appropriated/authorized for the K-12 technology initiative, the Department of Education, in consultation with the Budget and Control Board's Chief Information Office, the State Library and Educational Television Commission shall administer the K-12 technology initiative funds. These funds are intended to provide technology, encourage effective use of technology in the K-12 public schools throughout the state, conduct cost/benefit analyses of the various technologies and should, to the maximum extent possible, involve public-private sector collaborative efforts. Funds may also be used to establish pilot projects for new technologies with selected school districts as part of the evaluation process. K-12 technology initiative funds shall be retained and carried forward to be used for the same purpose.

**91.28.** (LEG: Technology Panel)

Of the funds appropriated in XII.E.2. for Technology the K-12 Technology Initiative partnership shall provide a report to the House Education and Public Works Committee, the House Ways and Means Committee, the Senate Education Committee and the Senate Finance Committee, describing the state's efforts to facilitate the cost effective provision of connectivity and internet bandwidth to schools and libraries on a statewide basis, regardless of location, activities to assist schools and libraries in minimizing and detecting internet security threats, the development and utilization of technological and online resources to support student development and achievement, the development and utilization of curriculum and professional training to support the use of instructional technology in schools and libraries, and other educational technology related activities engaged in by the partnership. The report shall be submitted no later than February 1, 2014.