

# The Wildwood Institute for STEM Research and Development

## CONSTITUTION

### PREAMBLE

- To further science, technology, engineering, and mathematics research;
- To develop relevant and innovative educational models;
- To ensure the continued existence of this Institution;

We establish this Constitution for the leadership and organization of the Wildwood Institute for STEM Research and Development.

### ARTICLE I. – NAME

**Section 1.** The name of this organization is the Wildwood Institute for STEM Research and Development, abbreviated and hereafter referred to as WISRD.

**Section 2.** The Executive Board of WISRD, hereafter referred to as Board, consists of a group of Officers. Designated officers consist of: Director, Program Director, Director of Public Relations, Director of Communications, Director of Web Communications, Treasurer, and Historian.

### ARTICLE II. – PURPOSE

**Section 1.** The purpose of WISRD is to conduct research, innovate educational practice through the institute model, and advance community education.

**Section 2.** The Board shall establish the organization of WISRD, approve research endeavors, approve operating budget, oversee the Advanced Topics in STEM (ATS) elective curriculum and assessment, establish an Independent Review Board (IRB), and take on additional duties as necessary to further the mission and existence of WISRD.

### ARTICLE III. – MEMBERSHIP

**Section 1.** The general body of WISRD consists of all those who are actively part of the ATS elective at Wildwood School. Further, membership can be extended to non-ATS persons given a commitment to the mission of WISRD. Membership is not limited to Wildwood School students.

**Section 2.** The primary responsibility of a member of WISRD is to further the goals of the Institute and personal achievement or growth as evaluated by a performance review.

**Section 3.** Membership in WISRD may be revoked if a member behaves in such a way that is detrimental to WISRD. It is at the Board's discretion, in conjunction with the COO and Wildwood School, to decide which behaviors are prohibited.

#### ARTICLE IV. – MEETINGS AND PROCEDURES

**Section 1.** The general body meets in accordance to the ATS schedule, during scheduled workshops, and open hours. The Board meets at least once a month; the schedule is decided at the discretion of the Board at the beginning of each school year.

**Section 2.** A quorum for the Board represents the presence of a two-thirds majority of members and the COO. Policy decisions, including Laboratory creation and financial expenditures, are passed through a default two-thirds quorum majority vote.

**Section 3.** An annual assembly of all WISRD Members will occur at a time determined by the Board and will provide an overview of current programs and expectations.

#### ARTICLE V. – OFFICERS

**Section 1.** The Board shall have the following officers:

- Director
- Program Director
- Director of Public Relations
- Director of Communications
- Director of Web Communications
- Treasurer
- Historian
- Non-Specialized Board Members
- Principal Investigators (Non-Voting)
- COO (Non-Voting)

The responsibilities of each position are enumerated in the WISRD Bylaws. Each position should be assumed by one person, though it is possible for a member to assume overlapping responsibility when needed.

**Section 2.** A member of WISRD may join the Board by a Board member's recommendation. The Board then confirms or rejects the person by two-thirds vote. Once confirmed, the member joins the Board without specialization. This position may be revoked by repeated, unplanned absences.

**Section 3.** A non-specialized Board member may become the Treasurer, Historian, Dir. of Communications, and Dir. of Public relationships by request or recommendation and confirmed by a majority vote. These positions may be revoked by a failure to complete the given duties.

**Section 4.** The Director (Dir.) and Program Director (P. Dir.) require prior membership on the Board for one operational year. At the end of the tenure of the Dir. and P. Dir., a member of the board may either submit their name or be recommended to the position and confirmed by a two-thirds majority vote. These positions may be revoked by the recommendation of the COO and subsequent majority vote by the Board.

#### ARTICLE VI. – LABORATORIES

**Section 1.** WISRD is organized into a set of Laboratories (Labs) that conduct specialized research or engineering. The mission and creation of each Lab is dictated by popular need and confirmed by the Board. Labs must report progress to the Board at given intervals established by the Board and the respective Lab.

#### ARTICLE VII. – BYLAWS

**Section 1.** The Bylaws are established and altered by the Board and ratified by a two-thirds vote of the Board.

#### ARTICLE VIII. – AMENDMENTS

**Section 1.** Amendments must be brought to a Board member who may then present the Amendment to the Board. The Amendment must first be confirmed by a two-thirds vote of the full Board.

#### ARTICLE IX. – RATIFICATION

**Section 1.** This Constitution shall be ratified by a three-quarters vote of the full Board, with the approval of the COO, and the approval of the primary funder, Wildwood School.

## SIGNATORIES