

Pennsylvania Science Olympiad Bylaws

Pennsylvania Science Olympiad is a nonprofit organization, incorporated in May 18, 2012, dedicated to improving the quality of K-12 science education, increasing interest in science for students of all genders, races, and ethnicities, creating a technologically-literate workforce and providing recognition for outstanding achievement by both students and teachers in conjunction with the National Science Olympiad organization.

ARTICLE I – NAMES, AFFILIATIONS AND BOUNDARIES

Section 1. Name: The name of this corporation shall be Pennsylvania Science Olympiad (hereafter referred to as PASO).

Section 2. Affiliation: PASO is an affiliate of Science Olympiad, a national non-profit organization.

Section 3. Boundaries: The geographical area included within the scope of this organization consists of the state of Pennsylvania divided into a number of regions as determined by the Board of Directors.

ARTICLE II - PURPOSE OF THE ORGANIZATION:

Pennsylvania Science Olympiad is organized exclusively for the Advancement of Science Education purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

- Increase K-12 student interest and success in science, engineering, and inquiry;
- Improve community perception of science and recognize talented students and dedicated teachers in science education through teamwork and competition;
- Conduct events so as to improve the quality of science education;
- Organize regional and state Science Olympiad tournaments in Pennsylvania and provide encouragement and information to potential participants;
- Encourage, sanction, and govern invitational Science Olympiad tournaments in Pennsylvania
- Encourage and develop relationships between science educators, science students and science-related industry;

- Represent and cooperate with national Science Olympiad;
- Provide financial support through fundraising efforts for the foregoing purposes;
- coordinate with state and local agencies and organizations to promote and build support for PASO.

ARTICLE III- ORGANIZATION, OFFICERS, ELECTION PROCEDURES

Section 1. Organization

The governance of the corporation shall be the Board of Directors, composed of the Executive Committee and the Advisory Committee. The Board shall meet either in-person or virtually in association with the State Tournament. Additional meetings may be called by the State Director as needed during the year. Electronic communication will be used as the primary communication between members during the rest of the year.

A. Executive Committee: The Executive Committee shall consist of State Director, Assistant State Director, Executive Administrator, Financial Administrator, Treasurer, Philadelphia Urban Coordinator, Pittsburgh Urban Coordinator, Elementary Coordinator, and a minimum of two, no more than six additional Representatives. It shall oversee all aspects of the organization and shall make all decisions regarding its operation and functioning.

(1) State Director: The State Director is retained by the Board of Directors with approval of the National Science Olympiad. The State Director is an ex-officio voting member of the Board. The State Director shall

- (a) preside at all meetings of the Board of Directors;
- (b) prepare agenda for the Board meetings;
- (c) speak for the PASO and shall see that all policies, resolutions and or directives of the Board of Directors are carried out;
- (d) perform any other duties required by state statutes, these bylaws or further actions of the Board of Directors;
- (e) shall be in charge of the regular business and affairs of PASO;
- (f) shall communicate as appropriate and coordinate with the National Science Olympiad;
- (g) shall be responsible for coordination with all Regional Tournament Directors and State Tournament Director;
- (h) shall serve as the Chair of the Advisory Committee.

(2) Assistant State Director: In the event that the State Director is unavailable to perform his/her duties, the Assistant State Director shall perform the duties listed under Article III Section 1.A.(1). The Assistant State Director shall (a) serve as legislative liaison for PASO (contacting appropriate legislators for purpose of

information, invitations to tournaments, funding opportunities); (b) coordinate with the PA Department of Education (Act 48 credit); (c) lead the effort to seek grants/sponsorship, and (d) any other duties assigned by the State Director.

(3) Executive Administrator: The Executive Administrator shall (a) record or cause to be recorded the minutes of the meetings of the Board of Directors (b) be a custodian of the corporate records of PASO; (c) keep an archive record of significant email communications which shall be furnished to the Executive Administrator by each Board member; (d) receive and record all team registrations for both regional/invitational tournaments and forward necessary information to the State Director and appropriate tournament directors; and (e) perform such other duties as from time to time may be assigned to him/her by the State Director.

(4) Financial Administrator: The Financial Administrator shall be responsible for maintaining a record of all income and expenses in a manner that is auditable. He/she has charge of, and is responsible for, the maintenance of adequate books of account for the PASO in cooperation with the State Director. At the end of a season (August), he/she shall submit a document suitable for tax preparation. The accountant shall perform such other duties as from time to time may be assigned to him/her by the Board.

(5) Treasurer: The Treasurer shall be the financial officer of the PASO. He/she has charge and custody of all funds and securities of the PASO and be responsible therefore for the receipt and disbursement thereof; and (b) shall perform such other duties as from time to time may be assigned to him/her by the Board.

(6) Philadelphia Urban Program Coordinator: The Philadelphia Urban Program Coordinator will organize and serve as the Tournament Director for the Philadelphia Urban Invitational Tournament and the Philadelphia Urban Elementary Tournament.

(7) Pittsburgh Urban Program Coordinator: The Pittsburgh Urban Program Coordinator will organize and serve as the Tournament Director for the Pittsburgh Urban Invitational Tournament and the Pittsburgh Elementary Tournament.

(8) Elementary Coordinator: The Elementary Coordinator will encourage the development of Science Olympiad programs and tournaments at elementary schools throughout Pennsylvania.

(9) Additional Representatives: Additional Representatives shall be voting members of the Board and shall work toward increasing involvement state-wide and such other duties as assigned by the State Director.

B. Advisory Committee – The Advisory Committee shall consist of the State Tournament Director(s), all the Regional Tournament Directors and community members selected by the State Director on the advice of the Advisory Committee and the Board. The number of community members shall not exceed the number of PASO regions. If a Regional Site Director(s) is serving on the Executive Committee, they may appoint a proxy to serve on the Advisory Committee. The Advisory Committee shall (a) advise the Executive Committee on matters of regional tournament policy; and (b) work toward increasing school involvement and recruitment.

(1) Regional Tournament Directors – Each region will have Regional Tournament Director(s) as designated by the host institution. These Directors shall coordinate with and report to the State Director. These Directors shall be responsible for organizing and running their regional tournament in accordance with the policies of PASO.

(2) State Tournament Director(s) – PASO will have State Tournament Director(s) as designated by the host institution. The State Tournament Director(s) will coordinate with and report to the State Director. The State Tournament Director(s) shall be responsible for organizing and running the state tournament in accordance with the policies of PASO.

Section 2 – Officers, Election Procedures, and Terms of Office

A. Executive Committee: The members shall be subject to reconfirmation every three years by a two-thirds vote of entire membership of the Advisory Committee. Each region and the State Director shall have one vote each. The election will take place near the time of the annual State Tournament meeting. If a voting member is unable to attend the meeting, they may vote by submitting a proxy vote before the meeting or may participate in a meeting by means of conference call or similar communication equipment allowing all persons participating in the meeting to hear each other at the same time.

B. Advisory Committee: The members of the Advisory Committee serve without limits.

Section 3. Vacancies in Executive Committee

As vacancies become open, the Advisory Committee shall be notified and asked for nominations. The vacancy shall be filled by a vote of the remaining Advisory Committee members. A member elected to fill a vacancy caused by resignation, death or removal shall serve until the next reconfirmation cycle at the annual meeting.

Section 4. Removal of Executive Committee, Advisory Committee, State Tournament Director, Regional Tournament Directors

- A. Individual Executive Committee members may be removed for cause by an action of the majority of the other members of the Board.
- B. Advisory Committee members may be removed for cause by action of the Board.
- C. State Tournament Director(s) or Regional Tournament Directors may be removed by the Board if he/she is not in compliance with the PASO policies.

Section 5. Resignation

Members of the Executive Committee and Advisory Committee members may resign at any time by giving written notice to the State Director or the Assistant State Director.

ARTICLE IV – SCHOOL TEAM MEMBERSHIP

Each Pennsylvania school is eligible to become a member of PASO when they register a team and pay their membership fee as set by the Board of Directors. Membership fee shall entitle teams to compete in regional and invitational tournaments. Individual School Teams do not have a vote on PASO policies and procedures.

Member Participation in Board Meetings – PASO Members may attend and speak at any meeting, providing notification is made to the State Director and there is room on the agenda.

ARTICLE V. AMENDMENTS

A member of the Board of Directors may propose an amendment to the bylaws. For such amendment to pass the proposed amendment must pass by two-thirds vote of the Board of Directors.

ARTICLE VI – DISSOLUTION OF THE ORGANIZATION

Upon dissolution of the organization, assets shall be distributed to Science Olympiad Inc., 2 Trans Am Plaza Drive, Suite 415, Oakbrook Terrace, IL 60181.

Article II revised February 5, 2014 to meet the requirements of the IRS for our 501(c)(3) Non-profit status.

Amended September 4, 2015 to meet the requirements of the IRS for our 501(c)(3) Non- profit status.

Amended May 1, 2022 to change the officers of the organization and update terminology and

operating procedures.