

# Charter and Bylaws

## Law and Public Safety Education Network (LAPSEN)

### Charter Purpose

This charter serves as the foundation document and defines the purpose of the organization, how it will be structured and governed. A separate document delineates the details of its operation.

### Terminology

For the purpose of this document the following will be used to have the same meaning: Law and Public Safety Network, LAPSEN, and Network.

**Cohort** - for more details view the Operations [Manual](#)

- **Agencies** - any law and public safety agency.
- **District, School (public or private) or Career Program** - This is primarily for those secondary education programs and schools whose state secondary education entity has not joined LAPSEN, although some schools may choose to join separately even if their state is part of LAPSEN.
- **For -profit Organizations** - Any company may be a part of LAPSEN that has products and services that have been viewed as of value by secondary school LPSCS career programs.
- **Individual** - anyone in LPS who joins LAPSEN on their own.
- **Non-Profit/Professional Associations** - Any non-profit having an interest in criminal justice, fire service, law or related public safety programs.
- **Post Secondary** —Any college, university or similar post-secondary education entity, public or private, with a criminal justice, fire service, law or related public safety program.

**Categories of States** - for more details view the Administrative & Management [Manual](#)

- **Category One** - These are states with 50 or more secondary education LPS career programs.
- **Category Two**-- These are states with between 25 and 50 secondary education LPS career programs.
- **Category Three** - These are states with fewer than 25 secondary education LPS career programs.
- **Category Four** – These are states with 10 or less secondary education LPS programs or have offered LPS programs for only a few years or just beginning to offer LPS programs. These states are non-voting members.

### Need for the Consortium

Many of the career pathways in the Law, Public Safety, Corrections and Security (LPSCS) Career Cluster cluster have several obstacles unique to the cluster including age, physical fitness, and various certification needs. Compounding these are differing requirements within the states. Irrespective of these differences, most states can reduce costs and provide more effective career development initiatives by collaborating in program, curriculum, and certification development to include cost sharing.

## Mission

To help develop and share Law and Public Safety LPS career education programs, curriculum, certifications, and models that help connect students to work and college that are cost effective and can be used by participating states and other partners.

## Goals

The goals of the Law and Public Safety Network (LAPSEN) shall consist of the following and be added to as LAPSEN deems appropriate.

- a) Identify needs of the member states, LPSCS instructors and work, using a variety of methods to meet those needs.
- b) Developing ways of communicating with all members and their constituents to share resources including curriculum, certifications, assessments, and related materials.
- c) Sponsor and/or recommend conferences and workshops as deemed useful by LAPSEN members
- d) To the extent practical, include those organizations and agencies supporting education and training related to the LPSCS Career Cluster in decision-making processes related to LAPSEN goals.

## Membership

LAPSEN will be composed of member states as the primary members plus Advance CTE. The Board will decide on what types of organizations can also join and under what conditions.

## Governance

The members shall control the governance of LAPSEN. The structure will consist of the following:

### Board of Directors

There shall be a Board of Directors, one from each member state. States having a representative on the board shall indicate who the representative shall be along with an alternate. Board membership will be updated on an annual basis. There shall also be a voting representative from each Cohort. Additionally, a representative of AdvanceCTE and the ACTE LPS Section president will serve on the Board as voting members.

### Executive Committee

Shall consist of a chairperson, vice chair, past chair, treasurer, secretary, and elected board member representatives. This committee shall represent the board on day-to-day matters, plan Board meetings, and oversee projects unless delegated by the Committee. Other responsibilities may be assigned as approved by the Board. The Executive Committee will be elected by the Board of Directors at an annual meeting. Any Board member, past or present, may be considered for office. The following terms will apply:

#### Chairperson

A term of two years

### Vice Chair

A term of two years and will be moved into the Chairperson's position at the end of their Vice Chair term (only voted on as Vice Chair).

### Past Chair

The immediate past Chairperson serves in this position for two years after his or her term as Chairperson has expired.

### Treasurer

A term of two years and may be re-elected once.

### Secretary

A term of two years and may be re-elected once.

### Board Representatives

A term of three years. Category Representatives to be elected on schedule to replace "Three Board members" positions in order listed below. "At Large" to be voted in immediately. And begin a three year cycle.

- a) Category One Representative – elected by Category One members.
- b) Category Two Representative – elected by Category Two members.
- c) Category Three Representative – elected by Category Three members.
- d) At Large Representative – open to any Board member.

### Ad Hoc

Special committees and project teams may be formed as approved by the board.

## Roles of the Board

- a) Identifying needs of the member states, getting agreement on projects, and providing oversight administration and management of any grants and projects.
- b) Getting agreement on ways to communicate with constituents (instructors, colleges, schools, LPS organizations, LPS non-profits/professional associations) through a website, printed and/or e-newsletters, social media, etc.
- c) Deciding on the process for admitting other members, including states, as primary members.
- d) Decide if LAPSEN wants to host, sponsor, or recommend conferences and workshops.
- e) Decide on what information to obtain from the states and how best to share that information. This can include a directory of career programs by state, curriculum/lesson plans, certifications, assessments, and other resources.

## Roles of Executive Committee:

### Board Chairperson

The Chairperson shall be the chief executive officer of LAPSEN and will be subject to the overall guidance and supervision of the Board of Directors. The Chairperson will give active directions and control of LAPSEN's business and affairs. The Chairperson shall serve as the presiding officer of the Board. He or she may sign any MOUs, contracts, or agreements, except in case where the signing and execution thereof shall be expressly delegated by the or by these Bylaws or by

statute to some other officers or agent Board of Directors of the Network. The Chairperson is the official spokesperson for the Network during his/her term of office. The Chairperson shall perform such other duties as may be assigned to him/her from by the Board.

### Vice Chairperson

The vice chairperson shall also be designated the Chairperson-elect. The Vice Chairperson shall serve as the Chairperson when requested to do so by the Chairperson or Board. In the event of the Chairperson's inability or refusal to act, the Vice Chairperson shall perform the duties of the Chairperson, and, when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson, specified in this charter. The Vice Chairperson shall perform such other duties that may be assigned by the Chairperson or Board of Directors.

### Past Chairperson

The Past Chairperson shall also be the retiring Chairperson. The Past Chairperson shall serve as aide to the new Chairperson, ensuring continuity. The Past Chairperson shall assist the Chairperson in whatever issue the Chairperson deems appropriate.

### Treasurer

The Treasurer shall be the legal custodian of the financial records of the LAPSENs funds, subject to the direction and approval of the Board, and provide financial reports as requested with one annual report at the end of the year.

### Secretary

The Secretary shall discharge the usual duties of the secretary and record, or cause to be recorded, the proceedings and activities of the Board and LAPSEN in general. The Secretary shall keep the minutes of the meetings of the members and the Board of Directors, and in general, perform all duties incident to the office of Secretary and such other duties that may be assigned by the Chairperson or by the Board of Directors.

### Board Representatives

These elected executive committee members will seek feedback from other board members, as appropriate, on all items to come before the board to ensure the voice of the overall Board of Directors are represented.

## Membership Responsibilities

Each member state and its representative shall be responsible for the following to remain members in good standing:

- a) Participate fully in all meetings whether in person or on conference call that are called for by the board (unless prior knowledge of absence and/or the alternate represents them).
- b) Contribute resources, and other materials that can be shared nationally.
- c) Promote LAPSEN and its offerings within their spheres of influence except where prohibited by their position.
- d) Follow through and complete what he or she agreed to or provide reasons for not being able to achieve what was agreed to before the agreed completion date.

## Membership Dues and Costs

There will be no additional dues. The Board of Directors may choose to ask for funding for specific projects and administrative purposes.

## Organization or Administrative Procedures

Specific organizational procedures exist in a separate document - [Click Here](#).

## Dissolution

Upon the dissolution of the LAPSEN, assets shall be distributed to one or more exempt organization(s) as agreed to by LAPSEN's Board of Directors within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal code, or shall be distributed to the federal government, or to a state or local government for a public purpose.

## Charter Approval and Future Changes

The undersigned acknowledge they have reviewed the Network's charter and agree to follow the guidance provided in the charter. Changes to this charter will be coordinated with and approved by the Board of Directors.