

**Education Channel Committee
Bylaws**

October 9, 2007

May 5, 2010 REVISED

Article I: Name

Education Channel Committee, as established in the CTAB Policy & Procedures Manual.

Article II: Mission

The Education Channel's mission is

To share with the community the teaching and learning that is happening in the Nashua Public Schools, the Nashua Public Library, and the City of Nashua's private schools and colleges,

To provide a forum for student work and activities, and

To inform and engage the public on educational issues and the work of the Office of the Superintendent of Nashua Schools.

Article III: Membership

Membership on the Education Channel Committee is in accordance to the CTAB Policy and Procedures Manuel 7.2...The Superintendent of Schools or his/her designee will chair an E Channel Committee, which will determine the content to be aired on the E Channel and its program guide. This committee will be made up of interested parties from within the Nashua School District and from other private educational institutions within in the city, at their request. These responsibilities include coordinating non-public school programming and public educational programming not directly associated with the public school system.

Members include representatives from the Nashua School District Administration and the Curriculum Team, the Nashua Public Library, CTAB, and from the local parochial schools and private schools and colleges. Membership shall not exceed 15 members.

Article IV: Monthly Meetings

The date of the regular monthly meetings has been set by the Education Channel Committee membership, who also set the time and place. The meetings take place the second Tuesday of the month at 9:00 am at the Berard Masse School Administration Building. The meeting schedule shall be posted publicly on the City of Nashua web site. The meetings shall be conducted according to the Roberts Rules of Order.

Schedule of Monthly Meetings: Meetings will be held monthly, with the exception of the month of July, and will take place the second Tuesday of the month at an agreed time at the Berard Masse School Administration Building. The Education Channel Committee can adjust that schedule as needed, in accordance with City of Nashua Board of Aldermen notification requirements.

Attendance at Monthly Meetings: Member attendance at the monthly meetings is required for a minimum of three of the 11 monthly meeting each calendar year. Failure to attend three of the 11 monthly meetings within a calendar year will negate membership. The chair of the Education Channel Committee will notify the member of the lapsed status. In addition and as a courtesy, all current members should notify the chair of the Education Channel Committee if unable to attend a monthly meeting.

Article V: Sub-Committees

The Education Channel Committee has established the Programming Policy and Procedures Sub-Committee. Established in May 2007, the PPP Sub-Committee is charged with the initial development of procedures to bring possible, suggested content from conception to programming; and initial development of policy regarding the nature of content.

Sub-committee membership is voluntary, with the PEG Manager/Education Channel Access Administrator included as a member; Sub-Committee Meeting time and date is set according to sub-committee preference and necessity.

The Education Channel Committee proposes to establish the Membership Sub-Committee. If a vacancy occurs, a membership sub-committee will be established to recruit member.

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