

CONSTITUTION & BY-LAWS OF THE
ARKANSAS ASSOCIATION OF ALTERNATIVE
EDUCATORS

ARTICLE I: NAME

THIS ORGANIZATION SHALL BE KNOWN AS THE ARKANSAS ASSOCIATION OF ALTERNATIVE EDUCATORS.

ARTICLE II: PURPOSE

THE PURPOSE OF THIS ASSOCIATION SHALL BE:

SECTION I: TO PROVIDE AN INSTRUMENT THROUGH WHICH EDUCATORS OF ARKANSAS CAN COMMUNICATE AND NETWORK STATEWIDE ABOUT ALTERNATIVE EDUCATION.

SECTION II: TO GATHER AND DISSEMINATE INFORMATION WHICH IS RELEVANT TO ALTERNATIVE EDUCATORS.

SECTION III: TO PROVIDE, THROUGH A DEMOCRATIC PROCESS, A UNIFIED VOICE FOR ALTERNATIVE EDUCATION PRACTITIONERS IN ARKANSAS.

SECTION IV: TO PROMOTE ALTERNATIVE EDUCATION ISSUES WITH LOCAL, STATE, AND NATIONAL ELECTED AND APPOINTED OFFICIALS.

ARTICLE III: MEMBERSHIP

SECTION I: ALL PERSONS SUPPORTIVE AND DEDICATED TO ALTERNATIVE LEARNING ENVIRONMENTS SHALL BE ELIGIBLE FOR MEMBERSHIP IN AAAE.

SECTION II: ASSOCIATION MEMBERSHIP SHALL BE CONTINUOUS UNTIL A MEMBER RESIGNS OR FAILS TO PAY HIS/HER DUES TO THE ASSOCIATION.

ARTICLE IV: OFFICERS AND DUTIES

THE OFFICERS OF THIS ASSOCIATION SHALL BE A PRESIDENT, A FIRST VICE-PRESIDENT, A SECRETARY, A TREASURER, A REPORTER, AND EIGHT DISTRICT DIRECTORS. ELECTION SHALL TAKE PLACE IN ODD NUMBERED YEARS FOR ODD NUMBERED DISTRICTS AND EVEN NUMBERED YEARS FOR EVEN NUMBERED DISTRICTS. THE OFFICER'S ELECTIONS SHALL TAKE PLACE AS FOLLOWS: PRESIDENT AND TREASURER SHALL BE ELECTED IN ODD NUMBERED YEARS: VICE-PRESIDENT, SECRETARY, AND REPORTER SHALL BE ELECTED IN EVEN NUMBERED YEARS. OFFICERS AND DISTRICT DIRECTORS SERVE FOR TWO (2) YEARS OR UNTIL THEIR SUCCESSORS ARE ELECTED. THEY MUST BE A MEMBER AND IN GOOD STANDING WITH THE ASSOCIATION. ANY PERSON NOMINATED FOR PRESIDENT MUST HAVE SERVED AS AN ELECTED OFFICER OF AAAE PRIOR TO NOMINATION FOR SAID OFFICE. ALL DISTRICT DIRECTORS AND EXECUTIVE OFFICERS MUST BE EMPLOYED IN AN ALE POSITION AT THE TIME OF TELELECTION. IF, JOB REASSIGNMENT TAKES PLACE DURING THE TERM OF OFFICE AND THE BOARD MEMBER IS NO LONGER WORKING IN ALE,

THE BOARD MEMBER WILL RESIGN THEIR OFFICE. THE BOARD MAY APPROVE THE COMPLETION OF THE TERM OF OFFICE.

SECTION I: DUTIES OF THESE OFFICERS SHALL BE:

A. PRESIDENT:

THE PRESIDENT SHALL:

- PRESIDE AT ALL MEETINGS AND AT ALL EXECUTIVE BOARD MEETINGS;
- CALL SPECIAL MEETINGS OF THE GENERAL MEMBERSHIP OR BOARD WHENEVER NECESSARY;
- REPRESENT THE ASSOCIATION AT ALL PYGMALION MEETINGS AND OTHER STATE CONFERENCES, IF UNABLE TO ATTEND MEETINGS, DESIGNATE A REPRESENTATIVE;
- APPOINT A PARLIAMENTARY ADVISOR TO SERVE ON THE EXECUTIVE BOARD AS AN EX-OFFICIO MEMBER WITHOUT A VOTE;
- RECOMMEND TO THE BOARD INDIVIDUALS TO FILL ANY VACANCY O THE BOARD;
- APPOINT CHAIRPERSONS TO COMMITTEES;
- PERFORM SUCH DUTIES AS ARE NECESSARY AND APPROPRIATE;

B. FIRST VICE-PRESIDENT:

THE FIRST VICE-PRESIDENT SHALL:

- CARRY OUT ALL DUTIES AS ASSIGNED BY THE PRESIDENT;

- SERVE AS CHAIR OF THE STATE CONFERENCE COMMITTEE WITH PRIMARY RESPONSIBILITY FOR THE PROGRAM;
- PERFORM THE DUTIES OF THE PRESIDENT IN THE EVENT OF ABSENCE, RESIGNATION, OR INABILITY OF THE PRESIDENT TO PERFORM SAID DUTIES;

C. SECRETARY:

THE SECRETARY SHALL:

- RECORD, MAINTAIN AND DISTRIBUTE MINUTES OF ALL MEETINGS OF THE ASSOCIATION AND THE EXECUTIVE BOARD;
- MAINTAIN A CURRENT LIST OF BOARD MEMBERS AND RECORD ATTENDENCE AT MEETINGS;
- KEEP AN INVENTORY OF ASSOCIATION PROPERTY WITH THE LOCATION;
- HANDLE ALL CORRESPONDENCE AS DIRECTED BY THE PRESIDENT;

D. TRESURER:

THE TRESURER SHALL:

- MAINTAIN FINANCIAL RECORDS OF THE ASSOCIATION;
- COLLECT DUES;
- PAY ALL ASSOCIATION BILLS;
- SERVE AS CHAIRPERSON OF THE FINANCE COMMITTEE;

- PRESENT A WRITTEN TREASURER’S REPORT MONTHLY TO THE ASSCIATION;
- KEEP ORGANZIATION’S FINANCIAL RECORDS AND;
- PREFORM THE NORMAL DUTIES OF A TRESURER TO INCLUDE:
 1. PREPARE AN ANNUAL BUDGET TO BE PRESENTED TO THE BOARD.
 2. PREPARE ANNUAL ACCOUNTING OF REVENUES AND EXPENDITURES TO BE PRESENTED AT THE ANNUAL MEETING.
 3. ARRANGE FOR A BI-ANNUAL AUDIT BY A CERTIFIED PUBLIC ACCOUNTANT IF NEEDED IN CONJUNCTION WITH THE ELECTION OF THE NEW PRESIDENT OF AAAE.
 4. ARRANGE AN ANNUAL CHECKS AND BALANCES BY A CPA.

- TAKE PHOTOGRAPHS AND CREATE PUBLICITY RELEASES;

F. DISTRICT REPRESENTATIVES:

THE STATE OF ARKANSAS IS DIVIDED INTO EIGHT DISTRICTS. EACH DISTRICT SHALL ELECT ONE DISTRICT DIRECTOR WITH THE EXCEPTION OF DISTRICT 5 WHICH SHALL HAVE TWO ELECTED DIRECTORS. EACH ELECTED DIRECTOR SHALL:

- ATTEND ALL BOARD MEETINGS;
- DEVELOP A COMMUNICATION SYSTEM WITHIN THEIR DISTRICTS;
- REPRESENT THE GENERAL MEMBERSHIP;
- SUPPORT THE ACTIVITIES AND GOALS OF THE DISTRICT AND STATE ASSOCIATION;

ARTICLE V: MEETINGS AND QUORUMS

SECTION I: THE PRESIDENT SHALL CALL AN ANNUAL MEETING OF THE MEMBERSHIP TO BE HEALD AT THE ANNUAL CONFERENCE TO BE ANNOUNCED WITH AT LEAST 60 DAYS NOTIVE PRIOR TO THE MEETING.

SECTION II: REGULAR BOARD MEETINGS SHALL BE HELD AT LEAST QUARTERLY. BOARD MEMBERS MUST NOTIFY THE PRESIDENT OF HIS/HER INABILITY TO ATTEND REGULAR MEETINGS. EXCUSES WILL ONLY BE ACCEPTED FOR FAMILY DEATH/ILLNESS, OR SIGNIFICANT LIFE EVENTS. OFFICERS MISSING MORE THAN TWO CONSECUTIVE MEETINGS CAN BE

E. REPORTER:

THE REPORTER SHALL:

- PLAN, PREPARE AND DISTRIBUTE A WEB-BASED NEWSLETTER WITH THE PRESIDENT’S APPROVAL;
- MAINTAIN A HISTORY OF AAAE AND ALE ACTIVITIES IN COOPERATION WITH THE STATE DIRECTOR OF ALTERNATIVE EDUCATION;

REPLACED AT THE DISCRETION OF THE EXECUTIVE COMMITTEE.

SECTION III: A QUORUM SHALL CONSIST OF AT LEAST SEVEN MEMBERS PRESENT AT REGULAR BOARD MEETINGS.

SECTION IV: SPECIAL MEETINGS MAY BE CALLED BY THE PRESIDENT UPON REQUEST OF A MAJORITY OF THE ACTIVE MEMBERS OF THE BOARD; OR BY ACTION OF THE EXECUTIVE COMMITTEE.

ARTICLE VI: PARLIAMENTARY PRECEDURE

THIS CONSTITUTION SHALL BECOME EFFECTIVE AT THE CLOSE OF THE ANNUAL BUSINESS MEETING.

ROBERT'S RULE OF ORDER, NEWLY REVISED 10TH EDITION, AND SHALL BE THE PARLIMENTARY AUTHORITY.

BY-LAWS

BYLAW I: COMMITTEES

SECTION I: EXECUTIVE COMMITTEE

- A. THE EXECUTIVE COMMITTEE SHALL BE COMPOSED OF THE ELECTED OFFICERS, THE IMMEDIATE PAST PRESIDENT WHO IS STILL AN ACTIVE MEMBER. THE STATE SUPERVISOR OF ALTERNATIVE LEARNING ENVIRONMENT MAY SERVE AS AN ADVISOR TO THE EXECUTIVE COMMITTEE.

- B. THE EXECUTIVE COMMITTEE SHALL HAVE GENERAL SUPERVISION OF THE AFFAIRS OF THE ASSOCIATION BETWEEN ITS REGULAR MEETINGS(S). IT SHALL MEET UPON THE CALL OF THE PRESIDENT OR AT THE REQUEST OF TWO-THIRDS (2/3) OF THE MEMBER OF THE COMMITTEE.
- C. VACANCIES IN ANY ELECTIVE OFFICE SHALL BE FILLED BY THE EXECUTIVE COMMITTEE FOR THE INTERVAL UNTIL THE NEXT REGULAR ELECTION.
- D. FIFTY-ONE (51%) PERCENT OF THE MEMBERS SHALL CONSTITUTE A QUORUM AT ANY MEETING OF THE EXECUTIVE COMMITTEE.

SECTION II: STANDING COMMITTEES

THE STANDING COMMITTEES SHALLE BE: CONFERENCE, LEGISLATIONS, MEMBERSHIP, PUBLIC RELATIONS, AND NOMINATIONS.

SECTION III: ALL COMMITTEES SHALL BE APPOINTED BY THE PRESIDENT AND APPROVED BY THE EXECUTIVE COMMITTEE.

SECTION IV: DUTIES OF THE STANDING COMMITTEES SHALL BE:

- A. CONFERENCE COMMITTEE SHALL BE RESPONSIBLE FOR PLANNING PROGRAMS AND THE ANNUAL

CONFERENCE. TO WORK IN COOPERATION WITH THE PRESIDENT AND THE EXECUTIVE COMMITTEE.

- B. LEGISLATIONS COMMITTEE SHALL STUDY AND UNDERSTAND THE LEGISLATIVE PROGRAM OF THE STATE AND NATIONAL SCOPE, TO CARRY ON A CAMPAIGN TO INFORM MEMBERS OF THE LEGISLATIVE PROGRAMS, AND TO MAINTAIN CONTACTS TO PROMOTE LEGISLATIVE ISSUES.
- C. MEMBERSHIP COMMITTEE SHALL EMPHASIZE THE FACT THAT ALL ALE TEACHERS SHOULD BE MEMBERS OF THE ASSOCIATION AND EMPHASIZE TO ALL TEACHERS THE IMPORTANCE OF ACTIVE MEMBERSHIP IN LOCAL, STATE, AND NATIONAL ASSOCIATIONS.
- D. PUBLIC RELATIONS COMMITTEE SHALL WORK WITH THE REPORTER TO RELEASE PRESS NOTICES ABOUT ASSOCIATION ACTIVITIES.
- E. NOMINATION COMMITTEE SHALL BE COMPOSED OF THREE MEMBERS, WHOSE DUTY SHALL BE TO PRESENT NOMINATIONS FOR ALL OFFICES.

BYLAW II: ELECTION OF OFFICERS

OFFICERS OF THE ARKANSAS ASSOCIATION OF ALTERNATIVE EDUCATORS SHALL BE ELECTED BY A MAJORITY VOTE OF A QUORUM OF THE ASSOCIATION MEMBERSHIP AFTER A SLATE OF OFFICERS HAS BEEN PRESENTED TO THE ASSOCIATION BY THE NOMINATION COMMITTEE. ALL ELECTIONS CONDUCTED

IN ACCORDANCE WITH THESE REGULATIONS SHALL COMPLY WITH THE PRINCIPLES OF OPEN NOMINATION, ONE PERSON, ONE VOTE, AND SECRET BALLOTT.

A. NOMINATING PRECEDURE:

IN JUNE OF EACH YEAR, A LIST OF AVAILABLE OFFICERS WILL BE POSTED TO THE AAAE WEBSITE. AT THIS TIME A "CALL FOR NOMINATIONS" WILL BE AVAILABLE FOR MEMBERS TO MAKE NOMINATIONS. ANY AAAE MEMBER WHO WISHES TO BE CONSIDERED IS TO INFORM THE HEAD OF THE NOMINATIONS COMMITTEE BY MIDNIGHT OF THE LAST DAY OF JUNE.

B. ELECTION PRECEDURES:

ELECTIONS SHALL BE CONDUCTED DURING THE ANNUAL CONFERENCE. VOTING MEMBERS SHALL SIGN IN PRIOR TO VOTING. CANDIDATES RECEIVING A MAJORITY VOTE SHALL BE DECLARED ELECTED.

- C. THE BOARD SHALL CALL FOR A VOTE OF CONFIDENCE FOR ANY OFFICERS OR DISTRICT DIRECTOR WHO IS NOT FULFILLING THE DUTIES AND RESPONSIBILITIES OF SAID OFFICE.

BYLAW III: DUES

THE ANNUAL DUES OF THIS ASSOCIATION WILL BE
\$20.00.

REVISED: 2011, 13, JULY