

Michigan Occupational Special Populations Association Constitution

Preamble

We, as a state association interested in occupational/career technical students with unique barriers who are enrolled in a high wage, high demand, high skill program of study (as defined by the state of Michigan), established this organization to provide the development of quality special populations programs to enhance services to all special populations students, both the disadvantaged and those with disabilities.

Article I Name

The name of this association shall be the Michigan Occupational Special Populations Association (MOSPA).

Article II Goals

- Section I: To serve as a unifying association for all individuals interested in, or responsible for the development or operation of programs that provide learning assistance to career technical students with unique barriers.
- Section II: To provide individuals with information concerning ongoing programs and issues for individuals who qualify as a special populations students.
- Section III: To promote and encourage discussion and problem solving through workshops, in-services and advisory committees.
- Section IV: To act as liaison to the Michigan Department of Education, Talent and Investment Agency and other organizations that serve Special Populations.
- Section V: To promote understanding and cooperation among general education, career technical education and state vocational rehabilitation.

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Section VI: To inform individuals of the requirements of Perkins legislation and assist in its implementation to ensure the needs of Special Populations students are well served at the secondary and postsecondary levels.

Section VII: To enhance the professional development of educators working with special population students.

Article III Membership

Persons interested in occupational/career technical special populations program may become members of this association.

Article IV Dues

The dues of this association shall be a sum sufficient to cover the essential services of this association. The board shall determine the amount of dues that shall be collected and may choose to suspend dues collection if deemed unnecessary to operate the business of the organization.

Article V Organizational Structure

Section I: The officers of this association shall be: President; President- Elect; Secretary; Treasurer; Immediate Past President; At-Large Representative and the Conference Committee Chair. All officers shall serve a two-year term of office.

Section II: The Executive Council shall consist of the officers of the association.

Section III: In case of the inability of the President to serve, the President- Elect shall succeed to the presidency. In case of the inability of the President- Elect to serve as president, the Board of Directors shall appoint a President to fill the unexpired term.

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Section IV: The Board of Directors shall consist of the officers and Regional Representatives from each region.

Article VI Elections

Section I: The President, President- Elect, Secretary and Treasurer shall be elected by the membership of the association at the annual spring conference.

Section II: The Regional Board members shall be selected by the membership of their region. There shall be two positions, the Regional Representative and the Alternate Regional Representative. One representative from secondary education and one representative from post-secondary education.

Section III: The nominating committee will be composed of the President- Elect (chairperson), A Regional Representative from each region and the At-Large Representative.

Article VII Duties and Responsibilities

- Section I: The **President** shall:
- A. Call and preside over all meetings of the Executive Council and Board of Directors.
 - B. Appoint the chairperson of standing and special committees with the approval of the Executive Council.
 - C. Represent the group before the public, either personally or through a designee.
 - D. Act as a liaison between the association and the MDE special populations consultants.
 - E. Act as a liaison with the regional board members to promote the growth of regional organizations.
 - F. Supervise and assist other officers with the execution of their responsibilities.

Section II: The **President- Elect** shall:

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- A. Assume the duties of the President whenever the President is not able to do so.
- B. Serve on the Conference committee.
- C. Oversee the operation of any additional committees appointed by the President.
- D. Chair the Nomination Committee.
- E. Train new officers when necessary.

Section III: The **Secretary** shall:

- A. Keep a record of all proceedings of the meetings.
- B. Issue notices of meetings and agendas after consultation with the President.
- C. Be responsible for association correspondence.

Section IV: The **Treasurer** shall:

- A. Collect all dues.
- B. Maintain an account of all receipts and expenditures
- C. Pay bills. Any individual expenditure exceeding \$10,000 must be approved by the Executive Council.
- D. Develop and maintain a budget as approved by the Executive Council.
- E. Responsible for the annual tax report to maintain the MOSPA non-profit status.

Section V: The Immediate **Past-President** shall:

- A. Act as an adviser to the President
- B. Serve on committees as assigned by the President
- C. Act as a liaison for MOSPA as requested by the President.
- D. Review Constitution & Bylaws; submit to Board for action
- E. Revise & distribute MOSPA Directory

Section VI: The **Regional Representatives** shall:

- A. Act as official representative of his or her region.
- B. Attend meetings of the Board of Directors
- C. Conduct regional nominations process.
- D. Accept specific duties as determined by the Executive Council.
- E. Propose Policy.
- F. Set up and lead a regional coordinating council. . The primary task of the council will be to determine the needs of the region and plan and conduct at least one regional in-service annually. All annual in-services must obtain state executive board approval.
- G. Assist in regional membership drive.

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Section VII: The **At- Large Representative** shall:

- A. Act as official representative for the state membership.
- B. Propose Policy.
- C. Oversee Awards Committee.
- D. Assist in state-wide membership drive

Section IX: The **Executive Council** Shall:

- A. Create agendas for board meetings.
- B. Propose policies and goals to the Board.
- C. Facilitate effectiveness of all operations.

Section X: The Executive Council may declare a vacancy if an officer or board member fails to discharge the duties of his or her office as outlined in the Constitution or for any other reason that comes to the attention of the Board of Directors. A vacancy shall be filled by Board of Directors action. New regional board members will be appointed with the recommendation of the regional coordinating council.