Georgia Association for Alternative Education

BY LAWS

of the

GEORGIA ASSOCIATION
for
ALTERNATIVE EDUCATION

(Proposed revisions and amendments for consideration at GAAE Conference, 2020)

Georgia Association for Alternative Education

BY-LAWS OF THE ASSOCIATION

Our Beliefs:

We believe that:

- Everyone can learn.
- Every person has value and deserves to be treated with respect.
- There is strength in diversity.
- Positive human interaction fosters viable communities.
- A one-size education program does not fit everyone.

GAAE Mission:

To provide the highest quality of professional learning, promote innovative learning opportunities, and serve as an advocate for students matriculating in non-traditional settings throughout Georgia.

GAAE Vision:

To provide an environment conducive to learning for all children utilizing a variety of innovative and traditional approaches tailored for each student

ARTICLE I – NAME

The name of this organization shall be the Georgia Association for Alternative Education, hereinafter referred to as the GAAE. The GAAE is an integral part of the National Alternative Education Association.

ARTICLE II – PURPOSE

The purpose of GAAE is to promote through volunteerism information sharing and professional development, best practices, public policy, and advocacy for non-traditional learning and teaching.

ARTICLE III – MEMBERSHIP

The membership will consist of any individual with an interest in promoting alternative education. A member is one who has paid annual dues.

ARTICLE IV – OFFICERS

Section 1. Election, Qualifications, and Term. The officers of the GAAE shall be a president, a vice president/president-elect, a secretary, a treasurer, and a financial secretary. These officers shall comprise the Executive Board of the Association. Members of the Executive Board of the Association are individuals who have been nominated by the Election Committee, accepted the nomination, and voted on by the voting members of the GAAE at the annual conference. Officers are expected to uphold these bylaws and to always act in the best interest of the members and of the association.

Members of the Executive Board of the Association shall be elected by the conference to hold office for two consecutive conferences or until their successors have been elected and qualified. All officers shall be GAAE members in good standing and are nominated from the board of directors. Officers shall assume duties following the adjournment of the annual conference at which they are elected.

Section 2. The President. The president shall have such powers of supervision and management as customarily pertain to the office, shall preside at all meetings of the organization or designate another person to do so, shall be an ex-officio member of all committees except the nominating/election committee, shall oversee conference details, may sign or endorse checks, drafts, and notes in the absence of the treasurer, and shall perform such other duties as the organization directs.

In the event of the absence, disability, resignation, or death of the president, the vice president/president-elect shall assume the office. Should the vice-president/president-elect be unable to serve in this capacity, the membership of the organization by majority vote shall elect one of its members to fill the vacancy to serve until the next conference.

Expenses related to the normal discharge of duties as president of the GAAE shall be reimbursed by the organization up to the sum of $1,500.00 annually. Such expenses shall include, but not be limited to, travel, lodging, and meals. Requests for reimbursement shall be made on a form supplied by the treasurer and documented.

All GAAE presidents who have honorably served their terms shall be considered lifetime de facto members of the board of directors. They will serve GAAE in an advisory capacity without board voting privileges.

Section 3. The Vice President/President-Elect. The vice president/president-elect shall perform such duties as the president and the organization direct. The Vice President shall be considered the President-Elect. It shall be the express duty of the vice president to check the status of the 501 3c and nonprofit compliance through the Secretary of State's office every first day of January and to ensure that all fees associated with the 501 3c nonprofit articles of incorporation are paid in a timely manner.

Section 4. The Secretary. The secretary shall keep the minutes of all conferences and meetings of the GAAE. The secretary, with the president, shall sign all contracts and other instruments when so authorized by the organization, and shall perform such other functions incidental to the office as directed by the president or board of directors.

Section 5. The Treasurer. The treasurer shall be responsible for the collection and receipt of all monies due; shall be the custodian of these monies; shall be responsible for the investment of such monies pursuant to policies adopted by the board for the short-term investment of funds and the investment of capital funds; shall be responsible for the disbursement of such monies in accordance with procedures adopted by the board. The treasurer shall submit periodic statements to the board at its regular meetings and an annual report to the conference.

The financial records of the treasurer shall be examined annually and with every change of the treasurer. An accountant or an appointed committee of three (3) GAAE members who are not immediate relatives of the treasurer or members of the board of directors can do the examination.

Section 6. The Financial Secretary. The Financial Secretary shall oversee the annual conference registration process. The Financial Secretary shall collaborate with the Treasurer to ensure that GAAE operates an internal balance system for all financial transactions. The
Financial Secretary shall review meeting minutes to ensure accuracy of information.

ARTICLE V – BOARD OF DIRECTORS

Section 1. Selection, Qualification, and Term. The GAAE Board of Directors shall consist of the Executive Board of the Association and a maximum of twenty (20) elected board members. All board members must be GAAE members in good standing, nominated by the elections/nomination committee, and elected by voting members in good standing of the GAAE at the annual conference. Members of the board shall assume duties following the adjournment of the annual conference at which they are elected. Board members are elected at the annual conference to serve a term of two years or, in the event of resignation, until their successors have been elected and qualified. Vacancies occurring between annual conferences, other than the presidency, may be filled by a majority vote of the remaining members of the board.

All board members are voting members of the GAAE and shall be paid at a rate of $50.00 for each in-person meeting attended, provided there is a balance of at least $10,000 in the GAAE operating account.

Section 2. Committees. Committee chairs and RESA Area Representatives shall be appointed by the president from the board of directors and approved by the board. The President, in consultation with the Executive Board of the Association, will design the slate of committees to be approved by the whole board. When possible, RESA district liaisons/representatives should be chosen from persons who live in or near the RESA served.

Section 3. Powers. The board of directors shall manage and supervise the business affairs and activities of GAAE subject to the instruction of the conference. It shall plan and direct the work necessary to carry out the program adopted by the conference. It shall accept the responsibility delegated to it by the GAAE members for the organization and development of regional conferences, workshops, online professional development, and an annual conference. It shall have the power to appoint and create special committees as it deems necessary and shall perform other duties as are specified in these bylaws.

Section 4. Regular Meetings.

a. There shall be at least three (3) regular meetings of the board annually including a pre-conference meeting. The president shall notify each member of the board by mail, telephone, email, or fax at least one (1) month before any such meeting, giving the time and place of the meeting.
b. When it becomes apparent to the President that a quorum cannot be achieved on a regularly scheduled and properly noticed board meeting date, the president shall have the authority to schedule the meeting on an alternative date agreeable to the majority of the elected board members. It shall be incumbent upon the board of directors to determine an appropriate method of recording minutes at such an alternative meeting and complying at all with possible with proper parliamentary procedures.

Section 5. Special Meetings

a. Special meetings may be called by the president. At the written request of five (5) members of the board, the president may be requested to call a special meeting. Notice of all special meetings shall be made by mail, telephone, email, or fax at least three (3) days before the meeting, except as provided below.
b. During a conference, the president may call a special meeting by giving personal notice to each board member in attendance. Upon the request of five (5) board members, the president shall call a special meeting giving personal notice to each board member in attendance.

Section 5 Quorum. A number equal to a majority of the elected members of the board shall constitute a quorum.

Section 6 Attendance. Two (2) absences annually from a regular board meeting without a valid reason shall be deemed a resignation.

ARTICLE VI – FINANCIAL ADMINISTRATION

Section 1. Fiscal Year. The fiscal year of GAAE shall be from July 1 to June 30 of the following year.

Section 2. Dues. Members of GAAE shall pay an annual membership fee. The membership fee is to be determined by the board.

Section 3. Budget. The GAAE Board shall submit a budget to the conference for the following fiscal year. This budget shall provide the support of GAAE and its operations.

ARTICLE VII – CONFERENCE

Section 1. Place, Date, and Call. A conference for GAAE shall be held annually at a time and place determined by its board of directors.

Section 2. Qualifications and Voting. Each paid GAAE member shall have voting rights.

Section 3. Quorum. A quorum shall consist of a majority of the GAAE Board members and fifty percent (50%) of the registered participants.

Section 4. NAEA Annual Conference. GAAE President and one board member will have expenses (up to $1,000 each) paid by GAAE if not paid by their school district and/or other entity.

ARTICLE VIII - NOMINATIONS AND ELECTIONS

Section 1. Election of Officers and Board Members. Two months before the annual conference, the election committee shall make available to all members a form on which members may express an interest in running for elected office or member of the board of directors. All candidates must be members of the GAAE and attend the annual conference. Potential candidates must turn-in their request to run for office at least one month before the annual conference.

Section 2. Nominating Committee. The nominating committee shall consist of five (5) members. The conference shall elect the chair, two (2) members, and two (2) alternates, none of whom shall be members of the GAAE board of directors.

Section 3. Suggestions for Nominations. The chair of the nominating committee shall receive and review the interest forms submitted to the election committee. The chair will additionally request suggestions for nominations from GAAE members at the annual conference.

ARTICLE VIII - NOMINATIONS AND ELECTIONS *(cont'd)*

Section 3. Report of the Nominating Committee. The report of the nominating committee shall contain the nominations for officers and committee chairs. The nominating committee shall report at the GAAE annual conference business meeting.

Section 4. Election. The election shall be the responsibility of an election committee appointed by the president at the first session of the conference. Election shall be by ballot except when there is only one (1) nominee for an office, then election shall be by voice vote. A majority of those present and voting shall constitute an election.

ARTICLE IX – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern this organization in all cases to which are applicable and not inconsistent with these bylaws.

ARTICLE X – AMENDMENTS

These bylaws may be amended at any conference by two-thirds (2/3) vote provided that the proposed amendments and/or revision were submitted to the GAAE Board two (2) months prior to the conference. The GAAE Board shall send all such proposed amendments to each member at least one (1) month prior to the annual conference.