

**CONSTITUTION AND BY-LAWS
OF THE
KENTUCKY ASSOCIATION OF TEACHER EDUCATORS INC.**

Contents

ARTICLE I. NAME 2

 Section 1 Name: 2

 Section 2 Purposes: 2

ARTICLE II. MEMBERSHIP 2

 Section 1 Types: Membership shall be three types: ACTIVE, STUDENT, AND ASSOCIATE . 2

 Section 2 Membership year: 3

ARTICLE III. ADMINISTRATION 3

 Section 1 The officers, their election, and term of office. 3

 Section 2 The Executive Board..... 4

 Section 3 Duties of the officers. 5

 Section 4 Nominating Committee:..... 7

 Section 5 Vacancies:..... 7

 Section 6 Delegates to ATE: 7

ARTICLE IV. DUES 7

 Section 1 Annual Fee:..... 7

 Section 2 Fiscal Year:..... 8

ARTICLE V. AMENDMENTS 8

ARTICLE VI. ASSETS ON LIQUIDATION..... 8

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1

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ARTICLE I. NAME

Section 1 Name:

This organization shall be called the Kentucky Association of Teacher Educators Inc. – a non-profit Kentucky corporation affiliated with the National Association of Teacher Educators.

Section 2 Purposes:

- (a) To provide an organized Kentucky State Unit of the National Association of Teacher Educators;
- (b) To promote closer union, better understanding and cooperation among all groups concerned with the advancement/improvement of teacher education in Kentucky: directors, supervisors, supervising teachers, college teachers of the academic subjects as well as of the professional education subjects, guidance personnel, cooperating public and non-public school administrators and teachers, members of the Kentucky State Department of Education and community-based groups;
- (c) To stimulate research, investigation and experimentation directly related to problems of teacher education;
- (d) To encourage exchange of ideas and materials gained through study and activity in individual institutions or by individual members in and outside the state with organizations directly concerned with the professional education of teachers.

ARTICLE II. MEMBERSHIP

Section 1 Types: *Membership shall be three types: ACTIVE, STUDENT, AND ASSOCIATE*

- (a) Active membership is open to all persons currently engaged in the process of teacher education, either directly or indirectly, and any other interested individuals regardless of race, creed, or color. The active members shall be entitled to all privileges of the Association.
- (b) Associate membership is open to all interested persons who have retired from active membership but are not currently engaged in teacher education. The associate

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member shall be entitled to all privileges of the Association, except for the right to hold office.

- (c) All persons enrolled in initial certification programs may become student members of the Association by paying the stipulated annual dues and submitting the application supported by the signature of an Active or Associate member. Student members shall have the right to receive such services of the Association as recommended by the Executive Board and approved at the annual business meeting.
- (d) Persons who have retired from full-time active professional employment may elect retired membership by paying the stipulated annual dues designated for this category by the Association. They shall be entitled to all privileges of the Association except the right to hold office or become a member of the Executive Committee.

Section 2 ***Membership year:***

The membership year shall coincide with the fiscal year of the organization (July 1 – June 30).

ARTICLE III. ADMINISTRATION

Section 1 ***The officers, their election, and term of office.***

- (a) The elected officers of the organization shall be president, president-elect, vice president, vice president-elect, secretary, treasurer, and immediate past-president. The term of office for all elected officers shall be one year, coinciding with the fiscal year of the organization (July 1 – June 30). Installation of elected officers will occur at the conclusion of the annual fall conference.
- (b) The vice president-elect shall be elected annually by a simple majority of the voting members at the annual business meeting of the Association for a one-year term.
- (c) The vice president-elect will automatically accede to the office of vice president.
- (d) The vice president will automatically accede to the office of president-elect.
- (e) The president-elect will automatically accede to the office of president.
- (f) The president will automatically accede to the office of immediate past-president.

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- (g) The secretary shall be elected annually by a simple majority of the voting members at the annual business meeting.
- (h) The treasurer shall be elected annually by a simple majority of the voting members at the annual business meeting.
- (i) The executive director shall be appointed by a majority vote of the elected officers. The executive director will serve a three-year term and may serve more than one term with the approval of the elected officers.
- (j) All elected officers and the executive director must hold active membership in the Kentucky Association of Teacher Educators and membership in the National Association of Teacher Educators.
- (k) There will be one annual business meeting, and it shall be conducted during the annual fall conference with the president presiding. A quorum shall consist of those in attendance.

Section 2 *The Executive Board.*

- (a) The Executive Board shall manage the affairs of the organization. The Executive Board shall prepare the agenda, fix the time, place, and program for the annual meeting, and for all special meetings of the Association.
- (b) The Executive Board shall be composed of the elected officers and appointed officers.
- (c) The president as directed by the elected officers shall appoint the following Executive Board:
 - (1) Membership Chairperson
 - (2) Webmaster
 - (3) Representatives that provide a balance with reference to the geography of the State
 - (4) Other persons representing the various constituencies of teacher education in Kentucky
 - (5) Past presidents who indicate a willingness to participate in the governance of KATE shall serve as regular members of the Board.

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- (6) State Department representative
- (d) A quorum shall be a simple majority of the Executive Board.
- (e) All elected and appointed members of the Executive Board shall be eligible to vote.
- (f) The Executive Board may conduct voting electronically when deemed necessary by the president.
- (g) The members of the Executive Board shall be members in good standing of the National Association of Teacher Educators and a regular member in good standing of the Kentucky Association of Teacher Educators.
- (h) The Executive Board shall have complete autonomy in all matters that do not conflict with the Corporate By-Laws or constitution of the National Association of Teacher Educators.

Section 3 Duties of the officers.

The duties of the officers shall be such as usually pertain to the several offices.

- (a) The **President** shall:
 - (1) Preside at the meetings of the Association and act as Chair of the Executive Board
 - (2) Appoint an annual audit committee
 - (3) Preside at the appointment of committee members
- (b) The **President-elect** shall:
 - (1) Preside at meetings in the absence of the president
 - (2) Serve as Chair of the annual fall conference planning committee
- (c) The **Vice President** shall:
 - (1) Share in the obligations and duties of the president-elect
 - (2) Chair meetings in the absence of the president and the president-elect

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- (3) Serve as a member of the annual fall conference planning committee by chairing the conference presentation committee
- (d) The **Vice President-Elect** shall:
- (1) Share in the obligations and duties of the vice president
 - (2) Chair meetings in the absence of the president, president-elect, and vice president
 - (3) Serve as a member of the annual fall conference planning committee by chairing the awards committee
- (e) The **Secretary** shall:
- (1) Serve as custodian of all permanent records, including a list of current members of the Association, with the assistance of the membership chair.
 - (2) Maintain routine correspondence of the organization and provide reports of meetings, activities, services, and copies of all unit publications to the national office of Association of Teacher Educators.
 - (3) Shall keep proper minutes of all sessions of the Executive Board, and general and special meetings of the Association, and shall distribute copies to the Executive Board.
- (f) The **Treasurer** shall:
- (1) Receive membership dues and other funds.
 - (2) Keep the bank funds of the Association, paying out the same under such rules as may be established by the Executive Board and approved by the Association.
 - (3) Prepare the books for annual audit at the end of the fiscal year.
- (g) The **Executive Director** shall:
- (1) Provide continuity to the Executive Board
 - (2) Represent the Association when directed by the Executive Board

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- (3) Maintain historical records of the Association in cooperation with the secretary and membership chair

Section 4 Nominating Committee:

Prior to the annual meeting, the Executive Board shall appoint a nominating committee of not fewer than three nor more than five members whose duty it shall be to recommend one or more candidates for each elective office. Nominations may also be made from the floor at the annual meeting. Election shall be by majority vote of members present at the annual meeting.

Section 5 Vacancies:

Vacancies in the elected offices shall be filled by appointment of the president, subject to approval of the Executive Board. Vacancies in the office of president, president-elect, vice president, and vice president-elect will be filled according to the order of succession specified in Section 1.

Section 6 Delegates to ATE:

Delegates shall be selected by majority vote of the Executive Board. Alternates shall be selected by majority vote of the Executive Board in the event that a certified delegate cannot attend. Such delegates must meet the requirements enumerated in the Constitution of the National Association of Teacher Educators (See ATE Corporate By-Laws: Article VI, Section 3-7). Delegates shall be members in good standing of the National Association of Teacher Educators and of the Kentucky Association of Teacher Educators. Half of the delegates and their alternates must be employed in public or private schools (K-12) and half of the delegates and their alternates must be employed in colleges/universities. The delegates shall serve overlapping terms and shall be selected for a term of two years, with the selection of the public/private school representative occurring in even years and selection of the college/university representative occurring in odd years. Vacancies among delegates shall be filled by the president, subject to the approval of the Executive Board. These delegates shall submit a report of the National Delegates Assembly Proceedings to the State Executive Board.

ARTICLE IV. DUES

Section 1 Annual Fee:

To meet the expenses of the Association, an annual fee shall be paid by each member, the amount to be determined by the Executive Board.

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Section 2 Fiscal Year:

The fiscal year of the Association shall begin (July 1) and end (June 30).

ARTICLE V. AMENDMENTS

The Constitution and By-Laws of this organization may be amended by a majority vote of the active members present at any annual meeting, with the following provisions:

- (a) Proposed amendments and additions must be submitted at one regular annual meeting and final action may not be taken until the next regular annual meeting.
- (b) The proposed amendments and additions must be submitted to all members in complete and correct written form not less than one full month prior to the annual meeting at which the final action is to be taken. Then changes could become effective immediately.

ARTICLE VI. ASSETS ON LIQUIDATION

No part of the net income, revenue, and grants of the Association shall accrue to the benefit of any member, officer, or any private individual (except that reasonable compensation may be paid for services rendered in connection with one or more of its purposes), and no member, officer, or any private individual shall be entitled to share in the distribution or any part of the assets of the Association, on its dissolution or liquidation. In the event of such dissolution or liquidation, the assets of the Association, after payment of debts and obligations, shall be transferred to an organization with federal tax exemption for charitable and educational uses and purposes similar to those of this Association, which exempt organization shall be designated by the final Executive Committee of the Association.

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