

**CONSTITUTION AND BY-LAWS**  
**of the**  
**ROCKLAND-ORANGE-SULLIVAN TECHNOLOGY EDUCATION ASSOCIATION**  
Revised Oct. 1986

**Article I - Name**

This organization shall be known as the Rockland-Orange-Sullivan Technology Education Association. Club number 33, affiliate member of the New York State Technology Education Association.

**Article II - Purpose**

**Section 1.**

The aims of this organization is to further the cause of Technology Education, to promote policies, programs and activities, and aid and improve the value of Technology Education in the Association and in the State.

**Section 2.**

It shall be the intention of this Association to act as an exchange for ideas, and such information, that tends to improve and enrich the Technology (E)ducation programs in the schools of our area.

**Section 3.**

It shall be the goal of this Association to work with the New York State Technology Education Association in attacking problems relating to the promotion and improvement of Technology Education in New York State.

**Section 4.**

It shall be the responsibility of this Association, through delegates to the representative assembly of the New York State Technology Education Association, to actively participate in the formulation or modification of the policies and programs of the New York State Technology Education Association.

**Section 5.**

It shall be the purpose of this Association to interpret and analyze Federal, State, and State Education Department laws and regulations affecting teaching and the Technology Education field of work.

**Article III - Membership**

**Section 1.**

Membership in the Association shall be open to all qualified Technology Education teachers and/or persons directly interested in Technology Education.

**Section 2.**

Classifications of membership. Members shall be known as Active or Honorary.

**Sub-Section A.**

Active members are those who have paid their dues for the current year.

**Sub-Section B.**

Honorary members are elected for life, from among those individuals who have withdrawn from or retired from the teaching profession, by two-thirds (2/3) vote of active members present at a regular meeting.

**Section 3.**

Qualification of members. Each active member shall be entitled to full voting privileges.

**Section 4.**

Voting status: (1) voting shall be by Active members only; (2) Honorary members may participate in open discussion or debate, but may not vote.

**Section 5.**

Encourage active membership in the New York State Technology Education Association and its affiliates.

**Article IV - Officers and Delegates**

**Section 1.**

The officers of this organization shall consist of a President, President Elect, Past President, Vice President, Secretary and Treasurer.

**Section 2.**

Installation of Officers: The newly elected officers of this association shall assume their offices in May. This will be followed by an Executive Board meeting to facilitate an orderly transfer of duties.

**Section 3.**

Duties of the Officers: The President shall serve as First Delegate to the Representative Assembly of the New York State Technology Education Association; to call and preside at all meetings of the Association; to appoint all committees; to enforce the rules and regulations; to perform such other duties as shall pertain to the office and to call special meetings of the Association when the interests of the same require it, or upon the written request of ten (10) of its members.

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The President Elect shall serve as an aid to the officers, as deemed necessary by the President, ~~That person shall chair the Awards Committee and~~ serve as Second Delegate to the State Technology Education Association Representative Assembly.

The Vice President, in the absence of the President shall perform the duties pertaining to the office of President. It shall also be the duty of the Vice President to be the program coordinator for regular meetings, and to be responsible for the association publicity. The Vice President shall be Third Delegate to the Representative Assembly of the New York State Technology Education Association.

The Secretary shall act as recording and corresponding secretary. It shall be the secretary's duty to: keep complete and accurate minutes of all meetings, an attendance record of all members, to send out a monthly newsletter at least ten (10) days in advance of each regular meeting, to see that a copy of all minutes is preserved in a permanent file and to be the First Alternate to the Representative Assembly of the New York State Technology Education Association Representative Assembly. The newsletter is to contain notification of the next regular meeting, a resume of the previous meeting and other pertinent information.

The Treasurer shall have the charge of: all books of account and monies of the Association, all monies due the Association, keep a list of all paid up members, solicit dues from the membership for the current year and inform members of their non-payment of dues when necessary. They shall have the responsibility to determine eligibility for persons to participate as members in good standing for the purpose of voting, holding office, for exhibiting or other functions of the Association. It shall be the duty of the treasurer to see that: an accurate report be preserved in a permanent book each year, make annual publication of all the membership, and serve as Second Alternate to the Representative Assembly of the New York State Technology Education Association.

It shall be the duty of the out-going and in-coming officers to audit the book of accounts during the May executive board meeting.

#### Article V - Meetings

##### Section 1.

Meetings shall be held monthly starting with October and Running through May.

##### Section 2.

The annual meeting shall be the last meeting held in May.

##### Section 3.

The time and place of the meetings shall be determined by the Executive Board during their first meeting each September. A copy of the year's activities is to be sent to each member in the November newsletter.

##### Section 4.

Parliamentary procedure for conduction meetings shall be according to Roberts Rules of Order.

##### Section 5.

Order of Business:

- (1) Call to order
- (2) Roll call (by secretary)
- (3) Reading of minutes of last meeting
- (4) Treasurer's report
- (5) Reports of committees
- (6) Reports of special committees
- (7) Reading of communications
- (8) Unfinished business
- (9) New Business
- (10) Announcements
- (11) Adjournment

**Article VI - Quorum**

A quorum shall consist of thirty-three and one third percent (33 1/3%) of the active members of the Association.

**Article VII - Executive Board**

**Section 1.**

Members of the Executive Board consist of the Past President, President Elect and present officers.

**Section 2.**

Meetings shall be held two weeks prior to each monthly meetings of the Association.

**Article VIII - Standing Committees**

**Section 1.**

Nominating Committee: Shall be appointed by the President at the January meeting and is charged with the duty to submit a slate of officers to be voted on by the membership at the March meeting. The new officers will take office at the May (Banquet) meeting.

**Section 2.**

Historical Committee: Shall be appointed by the President and is charged with the duty of keeping a historical record of the Association's activities.

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Photography Committee: Shall be appointed by the President and is charged with the duty taking pictures of the Association's activities for the historical records. In addition these photographs are to be made available for purchase by the membership for their personal use.

#### Article IX - Amendments

The Constitution and By-laws may be amended at any regular meeting by an affirmative vote of three-fourths (3/4ths) of the voting members present. Such amendments shall have been proposed at the regular meeting prior to the meeting at which they are voted on.

#### By-laws:

##### Article I

The By-laws shall control the activities and procedures of the Rockland, Orange, Sullivan Technology Education Association on points not covered in the Constitution.

##### Article II

Dues for membership shall be set by the officers of this Association on the approval of the membership. The membership year shall be concurrent with the school year (September to September). All dues will be paid to the Treasurer or such person as designated by the presiding officer.

##### Article III

Awards: The Association shall participate in the Local, State, and National Association Teacher Recognition Programs. The names and qualifications of nominees shall be submitted to the Awards committee as established by the rules and regulations of each program.

1. This committee shall be charged with the responsibility of evaluating and selecting nominees for awards and when applicable, forwarding the appropriate state and nation level committees.
2. The membership of the Local Awards Committee shall consist of:
  - a. Chairman — ~~President-Elect~~ <sup>Local Teacher of the Year</sup>
  - a. two immediate previous award recipients as available.
  - b. Local Teacher of the Year award shall be voted on by all previous award recipients who are available.
1. Local Recognition Program
  - a. The Rockland, Orange, Sullivan Technology Education Association may honor one or more members each year for the recognition program.
  - b. Honored members may be eligible as nominees for the State and National recognition programs by meeting the established qualifications.

**Article X**

This Association will encourage it's officers to attend the New York State Technology Education Association convention each year.