

2021 Proposed Governing Documents Amendments for Washington ACTE

The Board and Executive Committee have discussed the need to review and update the association governing documents (GDs) such as By-Laws for several years. As we looked to our GDs to guide us thru this last year and all of its disruption it become more apparent that our documents need to be update.

General reasons for changing documents:

- To update documents to reflect current common practice for all non-profit associations
- Responding to our work in a virtual fast-paced age
- Address changes that have been identified to increase flexibility and implement best practices for the organization
- Bring policies into alignment with practices that have changed over decades, thus giving more and clearer guidance to officers, the board and staff

Summary of changes and/or reasoning for each Article:

Constitution:

Fold the existing Constitution into the proposed By-Laws. (BLs)

Reasoning:

- Eliminates two separate documents to coordinate.
- Many items are repeated in existing BLs
- Does not change the overall structure of the existing constitution

By-Laws:

Reordered Article Numbers to create a more logical flow of information. Article Numbers in this overview refer to proposed order of Articles.

Vocabulary changes throughout the document.

- Executive Board has been changed to simply the “Board”

Article I: Name

- Transferred from Constitution
- Identifies how to refer to the association acronym verbally
- States our relationship with the national ACTE organization

Reasoning:

Article II: Mission and Purpose

- From the existing Constitution
- Small grammatical changes for readability

Article III: Members

- Removes “having an interest in CTE” to “engaged or actively involved” as a qualifier to join Washington ACTE in the “Professional Member” category (*Reasoning: ‘interest in’ was much too broad for professionals actively engaged in delivering CTE*)
- Outlines electronic notification and the appeal process

Article IV: Affiliated Sections

(More clearly outlines and defines the expectations of affiliation, how to join and maintain affiliation)

- A section must be engaged in a specific instructional or service are of CTE
- Still requires 75 members of both ACTE and at least one section to maintain affiliation

- Outlines the need for 25 new or renewing members to Washington ACTE involved in a specific instructional or service area of CTE
- Outlines greater detail of what must be submitted to request affiliation
- New sections must have dues unified with Washington ACTE
- Adds a “probationary” year of board participation before having full voting rights on the board
- Outlines in greater detail steps for a section who has lost affiliation to return

Article V: Dues and Finances

(More clearly defines dues and membership reporting from affiliated sections to Washington ACTE)

- NO DUES INCREASE is proposed
- Requires sections to report and submit dues to Washington ACTE on a monthly basis to allow our office to have up to date and accurate records
- Updates budget process and outlines Financial Records Review

Article VI: Officers

- No changes other than the board name change

Article VII: Selection of Officers

- Changes name of old section from “Nomination and Elections” to Selection of Officers
- Changes the process for President-Elect to be in the hands of the Board. *(It has been over 20 years since an “election” for President Elect has happened due to only having one officer candidate those years)*
- States which status of memberships are eligible to serve as an officer
- Brings responsibility for Salaried and Contracted Personnel to the Executive Committee

Article VIII: Conferences and Meetings

- Gives responsibility of conferences to the Professional Development committee; Summer, Fall and any others that may come over time
- Outlines the Board meeting numbers (6 per year), either virtually or in person

Article IX: Board Authority

(Give greater authority to the board in amending By-Laws, strengthens the contribution of sections in creating change in the association)

- Outlines the duties of the board in carrying out the work of the association
- Contains the Executive Director duties

Article X: Executive Committee

- No changes

Article XI: Committees

- Adds that the chair of the Professional Development, Legislative/Resolutions & Foundation, Awards Membership and Engagement are assigned to officers and supported by staff

Article XII: Parliamentary Authority

- No change – still Robert’s Rules

Article XIII: Amendments

(Major change in how bylaws can be amended – removes the 30-day timeline for amendments to be approved at the annual Delegate Assembly to the responsibility of the Board over a 3 meetings timeline (at least 90 days as proposed). This gives the opportunity for members thru their sections and board reps to provide greater input on all proposed changes while strengthening the participation of sections and their board in the process which is not based on number of members. Give greater flexibility to the association in making changes to its governing documents.)

- Amendment Process starts with a 30-day notice to members before the first meeting where the proposed amendment(s) are introduced for board reps to take back to their boards. The second meeting is discussion only to provide input and possible amendments to the proposal. Then a

second notice is sent to members letting them know of changes or not before the next meeting where the final vote will take place.

(Observations of Delegate Assembly: Over time it is becoming more difficult for sections to find delegates and in time for the annual meeting to make a fully informed vote. And, in some ways has become more show that substance to the members.)

Article XIV: Dissolution

- No changes.
- Pays our debts and liquidates any remaining assets and transfers funds to a CTE or work force non-profit as determined by officers and/or staff remaining at the time of disillusionment.