

The Constitution of the  
New York Association of Agricultural Educators

Article I

Name and Affiliations

- Section A This organization shall be known as the New York Association of Agricultural Educators (NYAAE).
- Section B The NYAAE shall be affiliated with the National Association of Agricultural Educators, the New York State Association of Career and Technical Educators and the (National) Association for Career and Technical Educators.

Article II

Purposes

- Section A The purpose of NYAAE shall be to promote and improve the teaching of agriculture.
- Section B To maintain and improve professional standards of agricultural teachers.
- Section C To maintain and develop a ‘Esprit de Corps’ of the members through social, recreational and professional programs.
- Section D To develop and maintain proper relationships with other organizations and agencies having compatible objectives.
- Section E To sponsor, promote, and guide strong agricultural education programs in district and state activities.
- Section F To maintain, promote and support the New York FFA Leadership Training Foundation, Inc. by promoting the attendance of FFA members at Oswegatchie Educational Center, promoting financial support through local FFA chapter efforts and cooperating with the program whenever and where possible.

Article III

Membership

- Section A Active membership is open to persons professionally associated with agricultural education at any level, as teachers, directors, or administrators upon payment of annual dues and subscription to the constitution.
- Section B Honorary Life Membership may be awarded to deserving individuals by action of the Executive Council. Active and Associate members of the Association will become Honorary Life Members upon retirement. Such membership does not require payment of dues and does not provide voting privileges in meetings.
- Section C Student membership shall be available to any student in an approved college program who is preparing to teach an agricultural subject. Dues for student membership shall be set by the membership at the NYAAE Annual Meeting.
- Section D Annual membership for active and student membership is from July 1 - June 30, any membership dues processed from May 1 - June 30 will be granted NYAAE membership for the remainder of that membership year and the next membership year.

## Article IV

### Officers

- Section A The elected officers of NYAAE shall be: President, President-Elect, five Regional Trustees and five Regional Trustee Alternates.
1. FFA Districts 1 & 2- 2022 and every three years thereafter
  2. FFA Districts 3 & 6 – 2023 and every three years thereafter
  3. FFA Districts 4 & 5- 2023 and every three years thereafter
  4. FFA Districts 7 & 8- 2024 and every three years thereafter
  5. FFA District 9 & 10- 2024 and every three years thereafter
  6. President-Elect – annually
- Section B The Executive Director shall be appointed annually by the Executive Council at the first Executive Council meeting following the NYAAE Annual meeting. The Executive Director shall be the Director of Agricultural Education Outreach, or their appointee, or other prominent agriculture education leader if Agricultural Education Outreach does not exist.
- Section C All officers shall be members in good standing of NYAAE. Regional Trustees and Alternates must be employed as agricultural education teachers and serve as an FFA advisor to an officially registered NYS FFA chapter throughout their entire tenure of service as a Trustee.
- Section D Terms
1. The terms of Regional Trustees and Alternates shall start July 1st of the year elected and continue for a three-year duration. Regional trustees and

Alternates may serve up to two consecutive terms in each position.  
Additional terms may be served following a three-year break in service.

2. The President-Elect shall assume the role of President the year immediately following their one year term.
3. The President shall serve a one year term, unless the President-Elect is unable to fulfill the role of President, in the event that the president does not want to serve a second term, elections will be held.

Section E Vacancies: Whenever a vacancy occurs among members of the elected officers, other than from expiration of their terms of office, the elected alternate shall fill in until the next annual meeting. If there is no alternate, the Executive Council shall appoint a replacement to serve until elections are held at the next NYAAE annual meeting where a new officer will be elected to complete the rest of the term. In filling vacancies for unexpired terms, an officer who has served more than half a term in an office is considered to have served a full term.

## Article V

### Boards and Committees

Section A Definition: The Executive Council shall consist of the elected officers plus State Education Department Representative, Cornell University Representative, SUNY Oswego Representative, Post Secondary Representative, RAENY (Retired Agricultural Educators of New York), Pre-Service Teacher Representative, FFA Foundation Representative, FFA Alumni Representative, with exofficio, non-voting members to include State FFA Advisor, State FFA Director, Executive Director, Agricultural Education Outreach Specialists and NYSACTE Board Representative.

Section B The Executive Council shall have the authority to advise upon actions of the State Board of Student Officers and the delegates at any annual meeting of the State FFA Association in order to ensure conformity with the provision of the National Career and Technical Education Acts and the New York State Education Department. In matters requiring a vote of action on FFA matters, the Board of Trustees which consists of only the five designated Regional Trustees, or the Regional Trustee Alternate, in the absence of the trustee, are designated to vote on FFA motions/actions. The remaining members of the Executive Council are advisory in nature only.

Section C Duties: Board of Trustees Shall:

1. Meet at least twice annually to consider FFA policy changes. Policy changes must also be approved by the student board of officers.
2. Attend special meetings of the Executive Council as designated by the President with no less than seven days prior notice.

3. Receive notice of regular meetings 30 days prior to the meetings except for the first meeting after June 15th each year.
4. Serve on standing and special committees of the FFA, advise and make recommendations to the State Board of Student Officers with respect to the conduct of the activities and business of the organization as well as to support and maintain the best interest of agricultural education and the State FFA Association.
5. Formulate and promote the policies of the FFA Association.
6. Promote the public relations activities of the Association.
7. Review and act on the FFA Annual Program of Activities.
8. Approve budget and special transactions of the State FFA Association.
9. Aid in planning, conducting and evaluating the FFA Annual Meeting.
10. Make long range policy decisions concerning the State FFA Association.
11. Participate in an annual board training workshop coordinated by the Agriculture Outreach and Education Staff.

Section D

Duties: The Executive Council shall:

1. Conduct the business of the NYAAE between Annual Meetings.
2. Review and act on the NYAAE Annual Program of Activities.
3. Designate officers to form the delegation headed by the President to represent the NYAAE at NAAE, NYSACTE, and ACTE Conventions.
4. Determine the time and place of the NYAAE Annual Meeting and notify the members.
5. Select a present or past Executive Council member to serve on the NYSACTE Executive Committee.
6. Serve on standing and special committees of the NYAAE.
7. Formulate the plan and organization for the NYAAE Annual Professional Improvement Conference.
8. Participate in an annual board training workshop coordinated by the Agriculture Outreach and Education Staff.

Article VI

Dues

Section A

The annual dues of the Association shall include membership in the New York Association of Agricultural Educators and a contribution to the New York State FFA Leadership Training Foundation. The Association will promote membership and receive and transmit dues in affiliated organizations including: NAAE, NYSACTE and ACTE.

Article VII

## Finances

- Section A The Executive Council shall be responsible for approving the annual budgets, making all appropriations and authorizing the NYAAE Executive Director to make all expenditures of the NYAAE.
- Section B The Executive Council shall be responsible for approving the annual budgets, making all appropriations and authorizing the FFA Director to make all expenditures of the NYS FFA Association.
- Section C If NYAAE Executive Director or FFA Director are unable to authorize expenditures it will become the responsibility of the Finance Committee Chair, the NYAAE Executive Council and the FFA Governing Board.
- Section D The members of the Executive Council may be reimbursed for their expenses in carrying out the functions of their offices, when such expenses are not those usually incurred in the regular schedule of duties of their profession.
- Section E All committees appointed by the President and Executive Council may be reimbursed for their expenses of attendance at sessions not held in conjunction with regularly scheduled meetings which agricultural teachers would ordinarily attend at the discretion of the Executive Council.

## Article VIII

### Executive Director

- Section A Duties: The Executive Director or their appointee(s) shall:
1. Arrange Council Meetings in cooperation with the President.
  2. Send notices of meetings and agendas to all necessary persons.
  3. Attend Executive Council Meetings.
  4. Represent NYAAE at other agricultural or educational organizations, legislative hearings or SED meetings.
  5. Promote membership.
  6. Co-chair Legislative Committee.
  7. Coordinate NYAAE Professional Improvement Conference and Annual Meeting with direction from the Executive Council (such as awards, registration, program and site selection).
  8. Will authorize checks and ensure funds are dispersed to creditors.
  9. Submit reports at Executive Council Meetings and NYAAE Annual Meeting.
  10. Conduct orientation of new Executive Council officers.

## Article IX

## Triad

- Section A The Triad shall consist of the NYAAE President, the New York State FFA Leadership Training Foundation Board Chairperson and the Agricultural Education Outreach Coordinator or their designee.
- Section B The purpose of the Triad is to act in an advisory capacity to coordinate the activities of the three organizations (NYAAE, FFA and the Foundation Board) and to advise Agricultural Education Outreach.
- Section C The Triad shall meet as the need arises.

## Article X

### Parliamentary Authority

- Section A Robert's Rules of Order Newly Revised

## Article XI

### Amendments

- Section A The constitution may be amended by a two-thirds vote of the members present and voting at the NYAAE Annual Meeting. Proposed amendments must be submitted in writing to the Executive Council 30 days before the business session of the NYAAE Annual Meeting.
- Section B By-Laws may be amended at any Executive Council meeting by an affirmative vote of a majority of the Executive Council, provided that at least 30 days notice has been given to all members of the Executive Council of the character of the proposed amendment, or amendments, to be voted upon.

Revised at NYAAE Annual Meeting:

June: 1975, 1976, 1977, 1978, 1979, 1983, 1985, 1998, 2003, 2006, 2010, 2011, 2012, 2017, 2020, 2021

The By-Laws  
Of the New York Association of Agricultural Educators

Article I

Membership Recognition

Section A Service recognition shall be made by the NYAAE to members as they complete 5, 10, 15, 20, 25, 30, 35, and 40 years of service to teaching agriculture. Consideration shall be given for years of teaching in “Out of State” service for a maximum of five years for the ten year and greater recognition. Full credit shall be given for military service, provided the candidate was a member in good standing just prior to entering military service.

Article II

Duties of Officers

Section A The President shall:

1. Serve as the president of the Executive Council and Board of Trustees.
2. Call all regular and special meetings of the NYAAE, the Executive Council and the TRIAD and preside over the same.
3. Appoint all regular and special committees and act as ex-officio member of each.
4. Be responsible for the proper notification of committees as to work to be done.
5. Be one of the official delegates, or designate a representative, of the NYAAE at the Annual Meetings of the Association of Career and Technical educators and the National Association of Agricultural Educators.
6. Represent NYAAE, or designate a representative, with other organizations and affiliates.
7. Appoint a chairperson for the Nominating Committee.

Section B The President-Elect shall:

1. Assume the duties of the President in his/her absence.
2. Serve as a delegate at the NAAE Annual Meeting, or designate a representative.
3. Be responsible for the NYAAE Program of Activities and monitoring all committee activities.
4. Seek and recommend special programs for the NYAAE Annual Professional Improvement Conference one year in advance.
5. Prepare a NYAAE Program of Activities for the forthcoming year.
6. Attend meetings as designated by the President.

7. Coordinate NYAAE Awards in the categories set by the NAAE
8. Keep accurate official records of proceedings of the NYAAE Annual Meeting and meetings of the Executive Council and Governing Board.
9. Be responsible for correspondence and communications of the NYAAE.

Section C The Regional Trustees shall:

1. Attend all the regular and special meetings of the Board of Trustees and Executive Council.
2. Keep all region members informed of recommendations and actions of the Executive Council.
3. Promote professional membership and coordinate a membership drive in his/her respective region.
4. Recruit and promote NYAAE leadership positions.
5. Vote on the actions of the State Board of Student Officers and FFA financial matters.
6. Serve on standing and special committees.

Section D The Regional Trustee Alternates shall:

1. Assume the duties of the Regional Trustees in his/her absence.
2. Stay current on all Board of Trustees and Executive Council recommendations and actions.
3. Serve on standing and special committees.

### Article III

#### Elections

Section A A Nominating Committee shall consist of the President as chair, or designated appointee.

Section B The Nominating Committee shall place at least two names in nomination for each elected office except President.

Section C The NYAAE shall elect Trustees to the Board of Trustees of the New York Association of FFA as provided in its charter.

Section D NYAAE Officers shall be elected at the Annual Meeting of the NYAAE.

Section E President shall have served as an elected officer of the NYAAE for a minimum of two years prior to the election of President.

Section F The President-Elect shall have served as an elected officer of the NYAAE for a minimum of one year prior to the election of President-Elect.



Section G Alternate Regional Trustees are elected on the same schedule as the Regional Trustees.

Section H Regional Trustees and Alternates are elected at the NYAAE annual meeting by the NYAAE regional members that they represent.

#### Article IV

##### Meetings

Section A The NYAAE Annual Meeting shall be held in connection with the NYAAE Annual Professional Improvement Conference. The annual meeting shall be held in person unless otherwise designated by the Executive Council. If the Executive Council decides the annual meeting needs to be held electronically, notification will be provided in advance. A set of rules for the meeting will be developed and voted on by the delegates at the beginning of the business session. Other meetings shall be arranged for by the Executive Council as necessary.

Section B Official business may be conducted in person, virtual/electronic or a combination of both set by the NYAAE Executive Council.

**Section C. Meetings held in person:** Except as otherwise provided in these bylaws, meetings of the Executive Council should be held in person. Some meetings of the Executive Council shall be held electronically either (a) when the President or Chair has obtained written consent for this from every Executive Council member, or (b) when ordered by the Executive Council, by a two-thirds vote with previous notice of a motion to do so having been given. Committees will follow the same procedures.

**Section D. Meetings held electronically:** When conducting meetings electronically through use of Internet meeting services designated by the President that support voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of votes. These electronic meetings of the Executive Council shall be subject to all rules adopted by the Executive Council, to govern them, which may include any reasonable limitations on, and requirements for Executive Council members' participation. Any such rules adopted by the Executive Council shall supersede any conflicting rules in the parliamentary authority, but may not otherwise conflict with or alter any rule or decision. A vote conducted through the designated Internet meeting service shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot. When board members are unable to attend a

meeting in person they may be given permission to attend the meeting electronically when technology allows.

## Article V

### Fiscal Year

Section A The fiscal year of the NYAAE shall be July 1 to June 30 of each year.

## Article VI

### Dues

Section A Dues of the NYAAE shall be determined one year in advance by a vote of the members at the NYAAE Annual Business Meeting.

Section B First year teachers may become regular members by paying dues equal to student membership dues.

Section C: Membership committee chair supported by AEO staff is responsible for collecting dues, maintaining an accurate membership roster for NYAAE and forwarding dues and membership rosters to the appropriate organizations in a timely manner.

## Article VII

### Business

Section A The business of the NYAAE shall be conducted in accordance with the accepted rules of parliamentary procedure. One-fifth of all members shall constitute a quorum.

## Article VIII

### Amendments

Section A The constitution may be amended by a two-thirds vote of members present and voting at the NYAAE Annual Meeting. Proposed amendments must be submitted in writing to the Executive Council 30 days before the business session of the NYAAE Annual Meeting.

Section B By-Laws may be amended at any Executive Council meeting by an affirmative vote of a majority of the Executive Council, provided that at least 30 days notice

has been given to all members of the Executive Council of the character of the proposed amendment, or amendments, to be voted upon.

## Article IX

### Dissolution

**Section A**     **Dissolution provision** In the event of dissolution, all of the remaining assets and property of the corporation shall after necessary expenses thereof be distributed to such organizations as shall qualify under section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws; or to the federal government, or to a state or local government for a public purpose; or to another organization to be used in such manner as the judgment of a Justice of the Supreme Court of the State of New York determines will best accomplish the general purposes for which this organization was formed.

**Section B**     **Non-inurement provision** No part of the net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to or for the organization), and no member, trustee, officer of the organization or any private individual shall be entitled to share in the distribution of any of the assets on dissolution of the organization.

**Section C**     **Restrictive legislation provision** No substantial part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by section 501(h) of the Internal Revenue Code), as amended, nor shall the organization participate in, or intervene (including the publication or distribution of statements), in any political campaign on behalf of or in opposition to any candidate for public office.

Section D

**Restrictive purposes and activities provision** Notwithstanding any other provision of these articles, the corporation is organized exclusively for one or more of the following purposes: religious, charitable, scientific, testing for public safety, literary, or educational purposes, or to foster national or international amateur sports competition (but only if no part of its activities involve the provision of athletic facilities or equipment), or for the prevention of cruelty to children or animals, as specified in section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) or corresponding provisions of any subsequent Federal tax laws.

Revised:

June: 1976, 1977, 1978, 1980, 1985, 1998, 2003, 2006, 2010, 2011, 2012, 2020, 2021, 2022