

PROPOSED

To be voted on at the June 16, 2024, Annual NYAAE Business Meeting

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 wherever 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

NYAAE Board Members

- Section A The Executive Council shall consist of the President, President-Elect or Past President, Secretary, and Finance Chair. The Executive Council shall serve as the leadership team for both the NYAAE Board and the FFA Governing Board
- Section B Voting board members shall consist of the Executive Council, Regional Representatives (Eastern, Central, and Western), Standing Committee Chairs, representative from State Education Department, Collegiate Faculty Representative, RAENY (Retired Agricultural Educators of New York), Pre-Service Teacher Representative, FFA Foundation Representative, and an FFA Alumni Representative.
- Section C Ex-Officio, non-voting members can consist of representatives from the following: NYSACTE Board Representative. Cornell University Representative, SUNY Oswego Representative, SUNY Alfred, SUNY Cobleskill, SUNY Morrisville, State FFA Advisor, Director of NYS FFA, Executive Director, Agricultural Education Outreach Specialists and other Collegiate Institutions approved by the Executive Council.
- Section D 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 E Eligibility:
- 1.All officers shall be members in good standing of NYAAE.

2. The President-Elect and President
 - a. Must be employed as agricultural education teachers.
 - b. Serve as an FFA advisor to a NYS FFA chapter in good standing throughout their entire tenure of service.
 - c. An elected member of the NYAAE Board or Board of Trustees who is currently serving or within three years of the conclusion of their term.
3. The Past President may serve in their first year of retirement.
4. Regional Representatives and Standing Committee Chairs are open to Secondary or Postsecondary membership.

Section F Terms:

1. All terms for elected officers begin at the conclusion of the NYAAE Annual Meeting at which they are elected.
2. Presidential Leadership and Transitions:
 - a. Year one as President-Elect
 - b. Years two and three as President
 - c. Year four as Past President
3. The terms of Regional Representatives terms shall be two years in duration. Regional Representatives may serve up to three consecutive terms in each position. Additional terms may be served following a two-year break in service.
4. The Secretary shall serve a two-year term with a maximum of three terms.
5. The Finance Chair shall serve a four-year term with no term limits.

Section G Duties: The NYAAE Board 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 member to serve as the NYAAE Representative on the NYSACTE Executive Committee.
6. Select two NYAAE members to serve as teacher representatives on the NYS FFA Foundation Board.
7. Encourage members to serve on standing and special committees of the NYAAE.
8. Formulate the plan and organization for the NYAAE Annual Conference.
9. Participate in an annual board training workshop coordinated by the Agricultural Outreach and Education Staff.

Section H Vacancies:

1. Whenever a vacancy occurs among members of the elected officers, other than from the expiration of their terms of office, the NYAAE Board 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.

2. If the President-Elect is unable to fulfill the role of President, the current President can serve a third year. In the event that the President does not want to serve a third year, elections will be held for the President position.

Article V

FFA Board of Trustees

- Section A** NYAAE membership will elect members to serve as representatives on the FFA Board of Trustees. The Governing Board of the New York Association of FFA shall consist of the Board of Student Officers and the FFA Board of Trustees (made of the District Trustees and the Executive Council.)
- Section B** The FFA Board of Trustees shall have the authority to advise upon actions of the State Board of Student Officers and the delegates 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. Duties of the FFA Board of Trustees are found in the New York FFA Association Constitution and Bylaws.
- Section C** In FFA matters requiring a vote of action of the FFA Governing Board, the Board of Trustees voting members are designated to vote while representing the interest of FFA, advisors, and agricultural educators bringing their perspective concerning FFA matters.
- Section D** The District Trustees must be employed as agricultural education teachers and serve as an FFA advisor to an officially registered NYS FFA chapter in good standing throughout their entire tenure of service as a District Trustee.
- Section E** Terms:
1. All terms for District Trustees begin at the conclusion of the NYAAE Annual Meeting at which they are elected.
 2. District Trustees' terms shall be two-year in duration. District Trustees may serve up to three consecutive terms in each position. Additional terms may be served following a two-year break in service.
- Section F** Vacancies: Whenever a vacancy occurs among members of the elected officers, other than from the expiration of their terms of office, the FFA Board of Trustees shall appoint a replacement to serve until elections are held at the next NYAAE annual meeting where a new District Trustee will be elected to complete the rest

of the term. In filling vacancies for unexpired terms, a District Trustee who has served more than half a term in an office is considered to have served a full term.

Article VI

Finances

- Section A The **NYAAE Board** 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 If the NYAAE Executive Director or FFA Director are unable to authorize expenditures it will become the responsibility of the Finance Committee Chair and the NYAAE Executive Council.
- Section C The members of the **NYAAE Board** 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 D All committees appointed by the President and **NYAAE Board** 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 **NYAAE Board**.

Article VIII

Executive Director

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

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 NYAAE Board 30 days before the business session of the NYAAE Annual Meeting.

Section B By-Laws may be amended at any NYAAE Board meeting by an affirmative vote of a majority of the NYAAE Board, provided that at least 30 days notice has been given to all members of the NYAAE Board 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, 2024

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 years 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 **NYAAE Board** and the **FFA Board of Trustees**.
2. Call all regular and special meetings of the NYAAE, **the Executive Council, NYAAE Board, FFA Governing Board**, 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/Past-President shall:

1. Assume the duties of the President in their absence.
2. Serve as a delegate at the NAAE Annual Meeting or designate a representative.
3. Prepare and implement the NYAAE Program of Activities and monitor all committee activities.
4. Seek and recommend special programs for the NYAAE Annual Conference one year in advance.
5. Attend meetings as designated by the President.
6. Coordinate NYAAE Awards in the categories set by the NAAE.

7. Recruit and identify candidates for leadership positions elected or appointed by NYAAE.

Section C

The Secretary shall:

1. Keep accurate official records of proceedings of the NYAAE Annual Meeting and meetings of the Executive Council, NYAAE Board, and FFA Governing Board.
2. Prepare and distribute meeting minutes to members.
3. Be responsible for correspondence and communications of the NYAAE.
4. Perform other duties as assigned by the President.
5. Serve as delegate to NAAE Annual Meeting as designated by the Executive Committee.
6. Attend meetings as designated by the President.

Section D

The Finance Chair, in partnership with any existing professional staff, shall:

1. Be responsible for the oversight of all NYAAE finances.
2. Oversee the collection of dues and maintain an accurate membership roster for NYAAE.
3. Ensure all dues and membership rosters are forwarded to the appropriate organizations in a timely manner.
4. Ensure all tax forms are prepared and filed annually.
5. Prepare the annual budget of the NYAAE in coordination with the Executive Director and Finance Committee and submit the annual budget to the NYAAE Board for adoption at the Annual Meeting.
6. Make reports of membership and finances at the NYAAE Annual Meeting and at each Executive Council Meeting.
7. Ensure the organizational boards are bonded.

Section E

The Regional Representatives shall:

1. Attend all the regular and special meetings of the NYAAE Board.
2. Keep all region members informed of recommendations and actions of the NYAAE Board.
3. Promote professional membership and coordinate a membership drive in their respective region.
4. Recruit and promote NYAAE leadership positions.
5. Serve on standing and special committees.

Section D

Committee Chair Representatives

1. Conduct two (or more, if needed) committee meetings by selecting the dates and times of virtual committee meetings, and planning the agenda for all committee meetings
2. Ensuring that committee members are well informed and prepared to participate in all committee meetings.
3. With assistance from the staff consultant, will be responsible for communications with committee members.

4. Present the committee reports at NYAAE Board meetings and the business session during the NYAAE conference.

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 the President.
- Section C NYAAE Executive Council and Standing Committee Chairs shall be elected by the entire membership at the Annual Meeting of the NYAAE.
Election Cycle:
1. President-Elect – Elected every other year (odd years) 2025, 2027, etc.
 2. President - serves for two years immediately following their President-Elect term.
 3. Past President - Past President shall serve for 1 year immediately following their year of service as President. (serves in even years) 2024, 2026, etc.
 4. Secretary - 2024 and every 2 years thereafter
 5. Finance Chair - 2025 and every 4 years thereafter
 6. Advocacy Committee Chair - elected in 2024 for a three-year term, then in 2027 and every two years thereafter.
 7. Member Experience Committee Chair - elected in 2024 for a three-year term, then in 2027 and every two years thereafter.
 8. Professional Development Committee Chair - elected in 2024 for a three-year term, then in 2027 and every two years thereafter.
 9. Teacher Recruitment, Retention and Recognition Committee Chair - elected in 2024 for a three-year term, then in 2027 and every two years thereafter.
- Section D Regional Representatives are elected at the NYAAE annual meeting by the NYAAE regional members that they represent.
Election Cycle:
1. Eastern Region Representative (FFA Districts 1,2,3,4)- 2024 and every two years thereafter
 2. Central Region Representative (FFA Districts 5,6,7) – 2024 and every two years thereafter
 3. Western Region Representative (FFA Districts 8,9,10)- 2024 and every two years thereafter

- Section E The other Group Representatives shall be elected\appointed by their respective groups.
1. State Education Department- appointed by NYSED.
 2. Collegiate Faculty Representative- Selected from all higher education institutions offering agriculture coursework.
 3. RAENY (Retired Agricultural Educators of New York) Representative - appointed by RAENY.
 4. Pre-Service Teacher Representative- selected annually by pre-service teachers in attendance at the Annual NYAAE meeting.
 5. FFA Foundation Representative- appointed by FFA Foundation
 6. FFA Alumni Representative- appointed by FFA Alumni

Section F FFA Board of Trustees Elections

The NYAAE shall elect District Trustees to the Board of Trustees of the New York Association of FFA as provided in its By-Laws.

1. Trustees shall be elected at the Annual NYAAE Meeting.
2. Trustees representing FFA Districts are elected by their respective NYAAE district voting members (1 representative per FFA district)
3. Trustees representing odd numbered districts will be elected in odd years for two-year terms.
 - a. In 2024, Trustees representing odd-numbered districts will be elected for a single, 3-year term to align terms of service with the constitution.
4. Trustees representing even-numbered districts will be elected in even years for two-year terms.

Article IV

Meetings

Section A The NYAAE Annual Meeting shall be held in connection with the NYAAE Annual 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 NYAAE Board 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 NYAAE Board 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 NYAAE Board shall be subject to all rules adopted by the NYAAE Board, to govern them, which may include any reasonable limitations on and requirements for NYAAE Board members' participation. Any such rules adopted by the NYAAE Board 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 permitted to attend the meeting electronically when technology allows.

Article V

Fiscal Year

Section A The fiscal year of the NYAAE shall be January 1 to December 31 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: The finance 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 Robert's Rules of Order Newly Revised. One-fifth of all members at the NYAAE Annual Meeting 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 NYAAE Board 30 days before the business session of the NYAAE Annual Meeting.
- Section B By-Laws may be amended at any NYAAE Board meeting by an affirmative vote of a majority of the NYAAE Board, provided that at least 30 days notice has been given to all members of the NYAAE Board 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, 2024