

BYLAWS OF THE SOUTH CAROLINA ASSOCIATION FOR CAREER & TECHNICAL EDUCATION SPECIAL NEEDS

ARTICLE I: NAME

The name of this corporation shall be the South Carolina Association For Career & Technical Education Special Needs (SCSN).

ARTICLE II: PURPOSES

- Sec A. To establish and maintain active leadership in initiating, extending, improving, and promoting special needs education.
- Sec B. To serve as a unifying agency for all personnel in special needs education.
- Sec C. To advance the ideals and standards of special needs education.
- Sec D. To act as a central agency to help keep the people of the state clearly and reliably informed of the purposes, needs and accomplishments of special needs education in the state.
- Sec E. To provide an opportunity for discussion of all questions involved in special needs education and,
- Sec F. To be a vital and integral part of the Association for Career and Technical Education (ACTE) and to help plan, develop, and implement in program of work.

ARTICLE III: POWERS

Under s12-758 of the South Carolina Laws of Incorporation, the Association shall have the following powers:

- Sec A. To make contracts and to lend money, under such regulation as may be fixed in the bylaws of the Association, possessing the same powers in such respects as individuals now enjoy;
- Sec B. To borrow money for the purpose of carrying out the objects of its charter, to make notes bonds or other evidences of debt and to secure the payments of its obligations by mortgage or deed of trust on any or all of its property and franchises, both real and personal;
- Sec C. To expel or suspend members or associates;
- Sec D. To enforce the collection of dues and charges under such penalties as may be provided in the bylaws;
- Sec E. to have succession, by its corporate name, for the period limited in its charter and, when no period is limited in perpetuity;
- Sec F. To sue and be sued;
- Sec G. To use a common seal and to alter the same at pleasure;
- Sec H. To hold, purchase, lease, mortgage or otherwise dispose of and convey such real and personal estate as is limited by its charter or, if not so limited, such an amount as business of the Association requires;
- Sec I. To appoint such subordinate officers and agents as the business of the Association requires, prescribe their duties and fix their compensation, and
- Sec J. To make bylaws consistent with any existing law for the management of its property of the regulation of its affairs.

ARTICLE IV: MEMBERSHIP/DUES

Membership in this association shall begin upon the member's anniversary date upon payment of dues.

- Sec A. Membership shall be available in the following classifications:
 - 1. Active - for individuals engaged in special populations in the public and colleges of South Carolina at the school, district, county, or state levels.

2. Associate – for any individual who is interested in supporting special populations and who is a primary member of another division.
3. Honorary – extended to a person or persons selected by the Executive Committee.
4. Lifetime Honorary – extended to a person or persons who have been members for at least ten years before retirement. Requires a majority vote of the membership.

Sec B. Only active members shall be considered eligible for voting and serving as officers or committee members.

Sec C. Professional personnel in the State Office of Career and Technology Education of South Carolina State Department of Education and career and technology teacher educators are eligible for membership either under the associate or active classification.

Sec. D. Dues for membership in SCACTE and the Special Needs division shall be based on the dues structure of SCACTE.

Sec E. All dues are payable on or before the individuals membership renewal date.

ARTICLE V: OFFICERS

The officers shall be elected from the active membership of the association.

Sec A. The elected officers of the association shall be President, President-Elect, Secretary and Treasurer.

Sec B. Officers shall be elected by July 1 of each year.

1. Terms are for one year or until a successor is duly elected.
2. All officers are installed by the incumbent President during the meeting in which they are elected.
3. A retired officer shall transfer all records correspondence and other materials related to his/her office to the newly elected officer.

Sec C. – Duties of officers:

1. President
The President shall preside at all meetings of the association and the executive committee, appoints all committees, signs all contracts, and performs other duties assigned to the office. The President shall serve as a member of the Board of Directors of the South Carolina Association of Career and Technical Education.
2. President-Elect
The President-Elect shall preside in the absence of the President and serve as Parliamentarian and Program Chairman.
3. Secretary/Treasurer
Shall record the proceedings of all meetings of the association and conduct all necessary correspondence. Shall submit an annual report of receipts and expenditures, pay all approved bills and have the financial record checked by designated members of the Executive Committee.

Sec D. - Unfulfilled Term of Office

1. Should the office of President become vacant the office shall be filled by the President-Elect. The Executive Committee shall appoint a member to fill the vacated office of President-Elect.
2. Should the office of Secretary/Treasurer become vacant the Executive Committee shall appoint a member to fill the vacant office.

ARTICLE VI: EXECUTIVE COMMITTEE

Sec A. – The Executive Committee shall:

1. Be composed of the elected officers of the association and the immediate Past President. The Director of the Office of Career and Technology Education, State Department of Education may serve as advisor to the Committee.
2. Meetings of the Executive committee may be called by the President of the association or by rule specified in Roberts Rules of Order Newly Revised.
3. The Executive Committee may transact business of an emergency nature between regular meetings of the association. They shall report their action at the first association meeting following the emergency.
4. The Executive Committee shall establish a program of work for each year and cause to be prepared a budget to fund said program
5. The Executive Committee shall:
 - a. Appoint a delegate to represent SCACTE at ACTE,
 - b. Regulate services for the members,
 - c. Appoint Ad Hoc committees,
 - d. Provide checking the financial records of the association and the annual audit,
 - e. Meet upon the call of the President or according to rules specified in Article VI, Section A-2
6. The Executive Board shall:
 - a. Consist of the members of the Executive Committees plus the chairpersons of each of the Standing Committees of the Association;
 - b. Meet prior to all business meetings to review committee reports and establish an agenda for the meeting.

ARTICLE VII: COMMITTEES

Sec A. The Standing Committees of the Association shall be: 1) By-laws, 2) State Legislative, 3) Federal Legislative 4) Membership, 5) Awards/Nominating, 8) Program, 9) Finance 10) Publicity

Sec B The presence of a majority of the members who have registered for an announced meeting of this association shall constitute a quorum.

ARTICLE VIII: REIMBURSEMENT

Executive Committee and other official representation:

1. Reasonable and expected expenses incurred in the performance of their duties by members of the Executive Committee and other officially designated representatives of the Association may be reimbursed at rates established by the membership in the adoption of the budget. Advance authorization must be secured from the President and Treasurer.

ARTICLE IX: AMENDMENTS

The Constitution may be amended as follows:

1. Any members wishing to propose amendments to the Constitution or bylaws must submit in writing the proposed amendment to the Secretary of the Association at least twenty days prior to a scheduled meeting of the Association; said amendments being read at one meeting and voted on at the next meeting. By-laws may be changed by a two-thirds vote of the members who have registered for announced meeting of the Association.