

## Preamble

### Recognizing:

that there are large numbers of children who are English Language Learners (ELLs) in the State of Michigan, that many of these children have a cultural and linguistic heritage which differs from that of English-speaking persons but is of value in a multicultural society, and that the primary means by which a child learns is through the use of his language and cultural heritage, we, the Michigan Association for Bilingual Education (MABE), have formed this organization to encourage and promote bilingual education and the teaching of English as a Second Language (ESL) in the State of Michigan so that all children may participate in expanded educational opportunities. The Michigan Association for Bilingual Education will enhance the success of Bilingual Education by diligent study and research. As members of MABE with an intimate understanding of the positive effects of bilingual/ESL programs, it will be our goal to promote knowledge in these areas and to share this knowledge with all interested participants.

## Article I.

### Name

The name of this association will be the Michigan Association for Bilingual Education, hereafter referred to as MABE.

## Article II.

### Purpose

MABE is a nonprofit organization whose purpose will include but not be limited to:

- Recognizing, promoting, and publicizing excellence in Bilingual/ESL Education;
- Promoting efforts to assure the provision of equal educational opportunity for all;
- Working toward making Bilingual/Bicultural Education an integral part of the school curricula;
- Working toward the recognition and understanding by the legislative body, the State Board of Education, and the local and intermediate school districts, as well as other professional education organizations, of the linguistic, cultural, and educational needs of ELLs;
- Promoting and supporting the organization of professional development activities and conferences dealing with the needs of ELLs;

- Promoting and coordinating the development of professional standards and practices for those who teach ELLs;
- Encouraging excellence in programming for all ELLs through the dissemination of research; and
- Promoting the sharing of models that work.

## Article III.

### Membership

**Section 1.** The membership of this organization will be extended to all persons who are interested in Bilingual / ESL Education and are supportive of the Associations goals and objectives. They will remit payment for membership dues and will abide by the Associations Constitution and Bylaws.

**Section 2.** Membership will consist of the following categories:

- Regular Membership: This category will include individuals directly involved in the education profession such as teachers, supervisors, administrators, consultants, and professors.
- Associate Membership: This category will include individuals preparing to become certified professionals in the educational field such as full-time students and paraprofessionals. It will also include members of the community at large interested in supporting the work of the Association. Associate members will have full voting privileges.
- Institutional Membership: This category will include organizations and institutions interested in supporting the purposes and the work of the Association. Institutional members will be designated as non-voting members with the privilege of voice in all deliberations.

**Section 3.** The annual membership dues structure for each of the above categories is as follows:

- Regular Membership - \$30.00
- Associate Membership - \$20.00
- Institutional Membership - \$50.00

**Section 4.** The membership period will begin with attendance at the annual spring conference or, for those members who do not attend the conference, will extend from May 1 through April 30 of the following year.

## Article IV.

### Affiliation

MABE will be affiliated as a state chapter with the National Association for Bilingual Education (NABE) in accordance with the Constitution and Bylaws of said Association.

## Article V.

### Chapters

**Section 1.** District, regional, city, or other local chapters for Bilingual/bicultural education may affiliate with the Michigan Association for Bilingual Education with the submission of constitution and bylaws to the Executive Committee of MABE.

**Section 2.** Application for affiliate membership by local chapters must be accompanied by written assurances that they (local chapters) will pledge to uphold the purpose of the State Association.

**Section 3.** The Executive Committee will tentatively approve the affiliation of a local chapter until the petition is presented to the membership for their approval.

**Section 4.** The Executive Committee will be responsible for assisting perspective local chapters in petitioning and applying for affiliation.

**Section 5.** A two-thirds (2/3) vote of the membership present at any regular meeting is required for approval of a petition for affiliation.

**Section 6.** The Executive Committee will be responsible for preparing guidelines regulating affiliate local chapters as it relates with the sharing of MABE dues, local chapters voting rights, local chapter participation in MABE Executive Committee deliberations, local chapter rights, etc

**Section 7.** The above guidelines, when completed, will become a part of the bylaws of this association. Therefore, they must be presented to the membership for their approval in the same manner as an amendment to this constitution and bylaws as stated in Article XI.

## Article VI.

### Officers

**Section 1.** All MABE members (regular and associate) in good standing will be eligible to run for any office of the Executive Committee.

**Section 2.** The officers of the Association will be a President, Vice-President, Secretary, and Treasurer. These officers will perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Association.

**Section 3.** A nominating committee appointed by the President will be responsible for conducting the election of officers. Opportunities will be made for write-in candidates. Election will be by ballots mailed to each member.

**Section 4.** Newly elected officers will assume office within 30 days following the annual conference.

**Section 5.** The term of office for all officers will be for two years or until their successors are elected.

**Section 6.** Files and records will be transferred by each officer to his or her successor at the close of the term of the office.

**Section 7.** No member will hold more than one office at a time. No member will be eligible to serve more than two consecutive terms in the same office.

**Section 8.** The duties of the officers will include:

A. The President will:

- Preside at all general membership meetings and executive committee meetings.
- Be empowered to appoint any member of the association to act as a representative of the association.
- Be ex-officio member to all committees except the Nominating Committee.
- Perform all duties necessary to conduct the business of the association as efficiently as possible.
- Appoint such committees, standing or special, as the Association or the Executive Committee will from time to time deem necessary to carry on the work of the Association.
- Be empowered to fill any vacancy in any office occurring for whatever reasons.

B. The Vice President will:

- Assist the President in the administration of the Association's business.
- Assume, temporarily, the office and responsibilities of the President in the event of the absence or disability of the President.

C. The Secretary will:

- Keep an accurate account of all meetings of the Executive Committee and general membership.
- Maintain an accurate list of names and addresses of persons and organizations to be notified of meetings.
- Preserve all records in a permanent file.
- Conduct Association correspondence and perform other duties as required by the President.

D. The Treasurer will:

- Be the custodian of the Association's funds and will receive and disburse them upon authority from the President and/or the Executive Committee.
- Have charge of all monies of the Association and will report thereon at the regular meetings of the Association.
- Keep an itemized account of all receipts and expenditures.

E. The Regional Representatives will:

- Be responsible for maintaining communication with the Association and members in their respective regions.
- Be an appointed member of the Executive Committee and attend its meetings.
- Perform other duties as determined by the President or Executive Committee.

## **Article VII.**

### **Executive Committee**

Section 1. The Executive Committee will be the prime governing body of the Association.

Section 2. The Executive Committee will consist of the officers and five Regional Representatives, one Representative from the Michigan Department of Education (ex-officio non-voting member), and any other officer or person deemed necessary by the Executive Committee and/or the Association membership.

Section 3. The Executive Committee will meet quarterly or as deemed necessary by the President.

## **Article VIII.**

### **Meetings**

Section 1. Regular meetings will be held at least once per year. One of these meetings will be considered the annual meeting.

Section 2. Special meetings will be called by the President with the approval of the majority members of the Executive Committee.

Section 3. The annual meeting will be at a time designated by the Executive Committee and may coincide with or be an incorporated part of the annual state bilingual conference.

## Article IX

### Committees

Through these Bylaws, the Association will establish whatever committees (standing or special) it deems necessary to assist in the accomplishment of its work.

## Article X.

### Dues and Finances

Section 1. Annual dues and membership year will be set by the Executive Committee.

Section 2. The name of a paid member will remain on the membership roll for six months after the expiration of his/her annual dues.

Section 3. In order to establish continuity, funds will be deposited in an account at a bank with statewide branches.

Section 4. The treasurer and/or the secretary will keep an accurate record of all paid members and will furnish each Association officer an up-to-date list of MABE members. Members may receive a membership list upon written request to the secretary of the Association.

Section 5. The treasurer will release to his/her successor within ten days of vacating office all books, records, and papers, and receive a listed receipt thereupon from the incoming treasurer. The listed receipt will be filed with the Secretary of the Association.

Section 6. The treasurer and/or any other officer deemed necessary by the Executive Committee will be bonded in an amount and with a surety company approved by the Executive Committee. The cost of this bonding will be incurred by the Association.

## Article XI.

### Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised will govern the Association in all cases to which they are applicable and are consistent with these bylaws and any special rules of order the Association may adopt. Section 1. The Executive Committee will be the prime governing body of the Association.

## Article XII.

### Amendment by Bylaws\*\*

The rules contained in the current edition of Robert's Rules of Order Newly Revised will govern the Association in all cases to which they are applicable and are consistent with these bylaws and any special rules of order the Association may adopt. Section 1. The Executive Committee will be the prime governing body of the Association.

Section 1. An amendment to these bylaws may be introduced by any MABE member by submitting the amendment to the Executive Committee in writing. The proposed amendment will be submitted to the Association if a majority of the Executive Committee so authorize, or upon presentation of a petition of signatures of at least 25% of the membership. The Executive Committee may make a recommendation to the membership regarding adoption of the amendment.

Section 2. A proposed amendment to these bylaws will be adopted following introduction of the amendment, as provided in Section I, by:

- A. A two-thirds vote of the active members present at the regular meeting following the introduction of the amendment; or
- B. A two-thirds vote of mail-in ballots returned by the total membership roll.

Section 3. The Executive Committee will schedule a vote on the proposed amendment in an expeditious manner. The Executive Committee may schedule a regular meeting for the purpose of voting on the amendment in accordance with 2(A) or may adopt a schedule and due date for mail-in ballots in accordance with 2(B). At the regular meeting at which the proposed amendment is introduced, the membership may direct the Executive Committee to schedule a regular meeting or a mail-in vote on the proposed amendment.

*\*\*This amendment procedure was introduced on April 25, 1985, and adopted by the membership present at a special membership meeting on April 26, 1986.*

*\*Items so marked were added or amended by a 2/3 vote of mail-in ballots returned by June 9, 1986.*

*These amended MABE Bylaws were approved by the membership at the MABE 2006 Institute held on Thursday, April 27, 2006, in Dearborn, Michigan.*