

**BY LAWS OF THE WISCONSIN ASSOCIATION FOR BILINGUAL EDUCATION**

ARTICLE I - NAME

The name of this organization shall be the Wisconsin Association for Bilingual Education (WIABE).

ARTICLE II – STATEMENT OF PURPOSE AND ORGANIZATIONAL OBJECTIVES

WIABE is a non-profit organization primarily created to promote the educational interests of language minority populations; in particular, school aged children of limited English proficiency. WIABE is further committed to bilingual bicultural education as the principal vehicle through which state and federal equal access and equal educational opportunity rights are assured to English Language Learners (ELLs). Because primary legal responsibility for the education of language minority children rests with the State, WIABE will seek a collaborative working relationship with the State's Department of Public Instruction and its agents in the implementation of State bilingual bicultural education policy, which has been endorsed by the organization's membership. To that end, WIABE will seek to secure financial and other support from the State, for the implementation of common pedagogical objectives.

WIABE's organizational objectives include, but are not limited to:

- A. Promoting bilingual bicultural education as the continuous development of two languages, one of which is English, and as the utilization of both the first and the second languages in all parts of the curriculum.
- B. Promoting bilingual bicultural education as the most meaningful, effective and efficient way of developing an appreciation of cultural differences and similarities, and the capacity to function successfully in two cultures in a culturally pluralistic society.
- C. Recognizing and promoting the development of native and/or mother tongue language proficiency as necessary in the preparation for second language acquisition, and as a human right of all children from a language background other than English.
- D. Recognizing the development of English language proficiency as necessary for a meaningful life in the United States.
- E. Promoting the view that bilingualism and multilingualism is in the best interest of American society and a humanistic and marketable asset to all individuals.
- F. Encouraging and promoting the development of excellence in professional practices and standards in bilingual bicultural education.
- G. Sponsoring workshops, conferences and meetings aimed at facilitating the dissemination of information on bilingual bicultural education.
- H. Working for the recognition of the special educational needs of children of non-English speaking backgrounds.

## ARTICLE III – MEMBERSHIP

- A. Membership in the Association is open to all persons who are interested in bilingual education and are supportive of the goals of the Association upon payment of their annual dues.
- B. Membership dues shall consist of a moderate annual amount fixed by the Executive Board each year.
- C. Any change in fees shall be announced in writing to the general membership via the conference registration packet of the annual conference.
- D. The membership year shall be for one year after the conference is held.
- E. WIABE will remain a state affiliate of the National Association for Bilingual Education

## ARTICLE IV – ORGANIZATIONAL STRUCTURE

### A. The Executive Board

- 1. Composition: The Executive Board will consist of the following elected members
  - a. A President
  - b. A Past President
  - c. Recording Secretary
  - d. Corresponding Secretary
  - e. A Treasurer
  - f. At Large Members (six representatives)
- 2. The general membership shall elect the members of the Executive Board from a slate compiled by the Nominations/Elections Committee. In developing its slate of candidates, the Nominations/elections Committee shall take care to ensure wide representation from the state including bilingual educators, parents and community members.
- 3. Lifetime board members (maximum of five) may be nominated and approved by the executive board by unanimous vote in recognition of years of outstanding and exemplary service.
- 4. Tenure of Office: Members of the Executive Board will serve for maximum of two terms. A term consists of two years. At the end of the term, a board member may be nominated for a different position of the Executive Board.
- 5. Responsibilities of the Executive Board shall be:
  - a. Execute all activities necessary to achieve the stated purposes of WIABE.
  - b. Appoint a nominations/elections committee to prepare a slate for the election of the members of the Executive Board.
  - c. It is the responsibility of the Executive Board members to attend all meeting. If for any reason, a member of the Executive Board cannot attend a scheduled meeting, s/he must notify the president. Any other absence should be considered unexcused. After two unexcused absences, an Executive Board member will be considered to have vacated his/her position.
  - d. Call all general meetings.

- e. Plan, organize and hold an annual conference.
6. Duties of Officers: The specific duties of the officers shall be as follows:
- a. President – The President shall be responsible for:
    - (1) The operation of WIABE
    - (2) Presiding at all general association meetings
    - (3) Presiding at all Executive Board meetings
  - b. Past President - The Past President shall be responsible for:
    - (1) Assisting the new president with responsibilities and duties
  - c. Treasurer – The Treasurer shall be responsible for:
    - (1) Disbursement of WIABE funds
    - (2) Collecting all dues and fees
    - (3) Submitting a report at each Executive Board meeting
    - (4) Submitting an annual report to the general membership
  - d. Recording Secretary – The Recording Secretary shall be responsible for:
    - (1) Recording and disseminating in a prompt manner the minutes of all meetings of the Executive Board and of the general membership
    - (2) Maintaining the files of WIABE
  - e. Corresponding Secretary – The Corresponding Secretary shall be responsible for:
    - (1) Handling all WIABE related correspondence
    - (2) Taking care any corresponding issues related to the annual conference
    - (3) Collaborating with the president in securing all necessary contracts associated with the annual conference or the association business.
  - f. At large members shall be responsible for serving as chairperson of a committee as directed by the president.

## 7. Meetings

- a. The Executive Board shall meet at least four times during the membership year as determined by the President, or at the request of 2/3 of the members of the Executive Board, or at the written request of 15 or more members of WIABE. (A telephone request may be accepted provided a written request follows.)
- b. A majority of the Executive Board present at a meeting shall constitute a quorum with the power to act for the association on all matters requiring attention.
- c. The Executive Board shall plan and hold an annual conference which must include a membership meeting during the annual conference.
- d. WIABE Executive Board meetings shall be open to any WIABE member that wishes to attend the meetings. WIABE members cannot vote at executive Board meetings.

## 8. Major Areas of Operation

1. The organization will be involved in the following areas:
  - a. Socio-Political
  - b. Convention
  - c. Nominations/Elections
  - d. Membership
  - e. Finance
2. Special committees may be added by the Executive Board as needed.
3. Life time members will constitute the Nominations/Elections Committee.

## ARTICLE V – NOMINATIONS & ELECTIONS

- A. All elections will be held at the annual conference. Candidates' names will be included in the annual conference registration packet and introduced at the opening session during which the election is being held.
- B. The elections must be completed and announced by the end of the annual WIABE conference on election year.
- C. Only members who have paid current year dues are eligible to vote.
- D. Members must be 18 years old to be able to vote.

## ARTICLE VI – BY LAWS

- A. By laws to govern the internal affairs of the Association shall be adopted upon approval of a simple majority of the Executive Board or ratification of a majority of the votes cast by all members in good standing present at a general membership meeting.
- B. Proposed amendments to these by laws should be discussed with the Executive Board and receive the majority of the Executive Board.
- C. Amendments to the by laws shall be adopted upon approval of a majority of those present at the Executive Board meeting.

## ARTICLE VII – HEADQUARTERS

- A. Headquarters of this Association shall be determined by the presiding President.
- B. The WIABE Association will maintain a current P.O. Box.
- C. The WIABE Association will maintain a current Web page.