BLUEGRASS CHAPTER OF
AMERICAN SIGN LANGUAGE TEACHER ASSOCIATION

CONSTITUTION AND BY-LAWS

ARTICLE I - NAME

The Organization shall be known as Bluegrass Chapter of American Sign Language Teacher Association, therefore known as “BGASLTA”.

ARTICLE II - OBJECTIVES

Section 1. To provide a closer association among teachers of American Sign Language/Deaf Studies.

Section 2. To develop and maintain certification standards for American Sign Language/Deaf Studies teachers and programs offering ASL courses.

Section 3. To provide an effective avenue for the exchange of information regarding methods and materials in the instruction of American Sign Language/Deaf Studies.

Section 4. To provide input to the national ASLTA in standards and procedures for the teaching of sign language.

Section 5. To develop and maintain a statewide directory of members.

Section 6. To develop and maintain a statewide directory of individuals who are qualified to teach ASL.

ARTICLE III - AFFILIATION

Section 1. The Statewide Organization, “Bluegrass Chapter of American Sign Language Teacher Association” (BGASLTA) shall be a cooperating member of the National American Sign Language Teacher Association (ASLTA) under such conditions as the Executive Board may determine.

ARTICLE IV - MEMBERSHIP

Section 1. Membership in the BGASLTA shall be open to teachers of ASL/Deaf Studies and any individuals interested in ASL/Deaf Studies instruction.

Section 2. Dues for individual membership in BGASLTA shall be determined at a regular business meeting once a year. Annual dues shall be due in the month of June.
ARTICLE V - MEETINGS

Section 1. Regular meetings shall be held quarterly.

Section 2. Special meetings may be called at any time by the Executive Board or the President.

Section 3. Prior to any meetings, the President shall prepare a written agenda that is to be attached to the meeting notice. During a meeting any member may submit an item on the agenda.

Section 4. Notice of each meeting shall be in writing and shall state the place, date and hour of meeting. Notice of a special meeting shall state the purpose(s) for which it is being called and shall indicate that it is being issued by or at the discretion of the person or persons calling the meeting. Notice of any meetings shall be given, personally or by mail at least fourteen (14) days in advance.

Section 5. During a meeting of members, a minimum of six (6) members shall constitute a quorum for the transaction of any business.

Section 6. At every meeting, the President, or, in his/her absence, the Vice President, or, in his/her absence, the Secretary/Treasurer shall preside at the meeting. In absence of all officers, the meeting shall be canceled.

Section 7. Robert’s Rules of Order shall be the parliamentary authority for all meetings.

ARTICLE VI - EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the President, Vice President, Secretary/Treasurer and Professional Development Chair. The Executive Board shall be responsible for the day to day business of BGASLTA between regular meetings.

Section 2. All incoming and outgoing monies of BGASLTA, notices of elections and meetings, dissemination of materials, and the like shall be handled through the Executive Board.

Section 3. The Executive Board shall select a temporary officer (or officers) to fill any vacancy on the Board subject to the approval of the members at the next regular meeting of BGASLTA with the exception of the office of President that shall be filled by the Vice President.

Section 4. The Executive Board must approve any expenditures that are not budgeted.

Section 5. Three-fourth (3/4) of the Executive Board shall constitute a quorum for all Executive Board meetings.
ARTICLE VII - COMMITTEES

Section 1. There shall be a Professional Development Standing Committee.

a) The President shall appoint the chair of Professional Development Standing Committee.

b) The President may select members of the committee or may defer the selection to the committee chair.

c) The Professional Development Committee is to provide at least two (2) workshops per year to the members and interested people.

Section 2. Special Committee(s) shall be established by the members or Executive Board.

a) The President shall appoint the chair of Special Committee(s).

b) The President may select members of the committee or may defer the selection to the committee chair.

c) The committee chair shall submit a written report of their activities at regular meetings.

Section 3. All committees (standing and special) shall consist of at least two (2) current members.

Section 4. Committees shall submit a written report of their activities at regular meetings.

ARTICLE VIII - OFFICERS

Section 1 Officers of this Organization shall consist of President, Vice President, Secretary/Treasurer and Professional Development Chair.

Section 2. The Officers shall be elected every two (2) years by written ballot at the Spring meeting of odd numbered years except for Professional Development Chair.

a) President must be a member of National ASLTA

b) All officers shall be BGASLTA members in good standing.

Section 3. Nominations for officers shall be accepted from the floor at the Spring meeting.

Section 4. Candidates for the office of President shall be Deaf and have a minimum of two (2) years ASL/Deaf Studies teaching experience.

Section 5. Any elected officer may be removed from office with a two-thirds (2/3) vote of the members.
ARTICLE IX - DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings of BGASLTA and the Executive Board. S/he shall have knowledge of the affairs of BGASLTA and ASLTA and serve as liaison between BGASLTA and external business. S/he shall report to affiliation chapters chair including workshop flyers and list of participants who attend workshops.

Section 2. The Vice President shall serve in the absence of the president. In the event of a vacancy in the office of President prior to the expiration of his/her term, the Vice President shall succeed to that office. S/he shall be the liaison between the Executive Board and the Committees of BGASLTA, and shall oversee Committee activities.

Section 3. The Secretary/Treasurer shall record the minutes of all BGASLTA and Executive Board proceedings. S/he shall handle BGASLTA correspondence and inquiries as designated by the President. S/he shall monitor the financial affairs of the organization and submit a report at each regular meeting. S/he shall surrender to his/her successor all records belonging to BGASLTA within thirty (30) days. S/he shall keeps records of active members including addresses and paid dues.

Section 4. The Professional Development Chair shall set up schedule for professional training and workshops for members and interested people. S/he shall assist President as a liaison between national ALSTA affiliation chapters chair and BGASLTA. S/he shall keep track of the attendees of all BGASLTA sponsored workshops and classes in the State of KY.

ARTICLE X - FINANCIAL ACTIVITIES

Section 1. No funds shall be raised or solicited on behalf of BGASLTA without the consent of the Executive Board and/or by vote of members.

Section 2. The Executive Board may accept, on behalf of BGASLTA, any contribution, gift, bequest or device for the general or special purposes of BGASLTA, and shall notify the membership of such event.

ARTICLE XI - AMENDMENTS

Section 1. The By-Laws of BGASLTA may be amended, altered, repealed by two-third (2/3) of members in a good standing through voter referendum. Notification of the proposed amendment(s) shall be mailed to all members in good standing at least three (3) weeks prior to the ballot being taken.

Section 2. The Executive Board shall have the authority to make changes of no substance to the By-Laws in order to comply with national ASLTA’s By-Laws. Changes that may effect the substance of the By-Laws of BGASLTA must be presented to the membership according to Section 1 of Article XI.
ARTICLE XII - DISSOLUTION

Section 1. In the event of the dissolution of BGASLTA, at the discretion of the existing BGASLTA members, the assets shall be transferred to:

a) to a non-profit organization for the deaf with similar goals OR
b) to the national ASLTA office as a safekeeping for a future revival of the state chapter.

Adopted and Approved May 7, 1997
Updated and Approved April 24, 1998