

CONSTITUTION OF THE NATIONAL ASSOCIATION OF BIOLOGY TEACHERS, INC.

ARTICLE I. NAME

The name of this organization shall be "The National Association of Biology Teachers, Incorporated," hereafter referred to as the Association.

ARTICLE II. PURPOSES

The purposes of the incorporation are exclusively scientific, educational, literary, charitable and no other, and in furtherance of only these purposes the particular business and objects of said corporation shall be (a) To facilitate the dissemination of biological knowledge; (b) To encourage scientific thinking and the utilization of the methods of science through the teaching of biology; (c) to make available to teachers information concerning the selection, organization, and presentation of biological materials; (d) To stress the interrelationships of biology to other sciences and to other educational experiences; (e) To plan, organize, and administer projects for the advancement and utilization of knowledge in biological science education; (f) In cooperation with other societies, to work for the improvement of the professional qualifications of those teaching the biological sciences; (g) To foster, encourage and conduct research in the field of biological education; providing that it shall not otherwise engage in activities which in themselves are not in furtherance of one or more exempt purposes except as same do not represent a substantial part of its activities.

ARTICLE III. MEMBERSHIP

Any person, sympathetic to the purpose of the Association,

without regard to sex, race, color, creed, or nationality, is eligible for membership.

ARTICLE IV. BOARD OF DIRECTORS

The Board of Directors, hereinafter known as the Board, as defined in the Bylaws shall be the legal representative of the Association and as such, shall have, hold, and administer all the property, funds and affairs of the Association in trust for its uses, in conformity with the Constitution and Bylaws, and within the Act of Incorporation of the Association and amendments thereunto appertaining under the statutes of the State of Illinois.

ARTICLE V. OFFICERS

The officers of the Association shall be a President, a President-Elect, and a Secretary/Treasurer.

ARTICLE VI. BYLAWS

The association may from time to time enact appropriate Bylaws not inconsistent with this constitution.

ARTICLE VII. PROHIBITIONS

The Association is not organized for profit and no part of its net earnings shall inure to the benefit of any Director, Officer, member or employee of the Association except that reasonable compensation may be paid for services rendered to and for the Association in connection with one or more of its purposes. No Director, Officer, member, or employee of the Association or any private individual, shall be entitled to share in the distribution of any of the assets upon dissolution of the Association. Notwithstanding any

other provisions of these Articles, the Association shall not conduct or carry on any activities not permitted to be carried on by an organization exempt under Section 501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they hereafter may be amended. No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Association shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office.

ARTICLE VIII. AMENDMENTS TO THE CONSTITUTION

Amendments shall be made only upon a resolution by the Board and shall become effective upon adoption by at least two-thirds favorable votes cast by eligible members present and voting at a general meeting.

ARTICLE IX. DISSOLUTION

Upon dissolution of the Association, the Board shall distribute the assets and accrued income to one or more organizations as determined by the Board, which organization or organizations shall meet the limitations prescribed in Article VII.

BYLAWS of the
CONSTITUTION of the
NATIONAL ASSOCIATION OF BIOLOGY TEACHERS, INC.

ARTICLE I.
GOALS AND OBJECTIVES

The Officers, Executive Committee, Board, Appointees, and Employees shall further the purpose of the Association through accomplishment of the following goals:

1. To provide resources and opportunities for members to develop and enhance their professional performance.
2. To advocate the teaching and learning of the biological sciences based on the nature and methods of science and the best practices of education.
3. To attract, represent and address the concerns of the full spectrum of educators in biology and the life sciences.
4. To conduct NABT's internal and external operations with the highest levels of organizational effectiveness and efficiency.

The Executive Committee and Board shall review annually the Goals and Objectives statements to ensure that they are consistent with the needs of the membership and purpose of the Association, and publish them annually for the membership.

ARTICLE II.
MEMBERSHIP

A. Members

1. Full Member: Any person who has paid dues for the current membership year.
2. Retired Member: Any Full Member who retires with at least 10 years membership.
3. Foreign Member: Any member who lives outside of North America.
4. Early Career Member: Any resident of the United States, Canada or Mexico who is within 3 years or less of full time employment as a biology educator.
5. Student Member: Any regularly matriculated undergraduate or graduate student not in full time employment shall be eligible for a Student Membership.
6. Adjunct Member: Any teacher who is employed part-time or has adjunct status shall be eligible for an Adjunct Teacher Membership.
7. Honorary Member: Any person who has achieved distinction in teaching, research or service in the biological sciences shall be eligible for election as an Honorary Member by procedures established by the Board. Ordinarily, there shall be no more than one selected per year. Honorary Members shall not be assessed dues.
8. Spouse Member: A spouse of any one of the above member types who pays dues appropriate to this category. NABT publications will be sent only to the Full (or Emeritus, Retired, Honorary, or Life) member and not to his/her spouse. Exclusive of publications, the Spouse Member is eligible for all other member privileges and benefits.
9. Sustaining Member: Any corporate entity interested in supporting the programs and advancing the purposes of the Association shall be eligible for election by the Board as a Sustaining Member.
10. Organizational Member: Any organization interested in advancing the purposes of the Association shall be eligible as an Organizational Member.

B. Dues

The dues for all membership categories shall be set annually by the Board. Dues shall be collected for a twelve-month period. Any member in arrears for one month shall not thereafter receive the publications of the Association and shall be dropped from membership until all arrears dues have been paid, or the member shall rejoin the Association

C. Benefits

All members shall receive *The American Biology Teacher* and other publications specified by the Board, and shall be entitled to all privileges of membership.

**ARTICLE III.
ELECTED OFFICIALS**

A. Board of Directors

1. Members: The Board shall consist of the officers of the Association as defined in Article V of the Constitution, two Directors-at-Large, two Regional Coordinators elected by the Regional Coordinators and hereafter referred to as Director/Coordinators and the Past-President. The Executive Director shall be an ex-officio, non-voting member of the Board.
2. Duties: The duties of the Board shall be those specified in Article IV of the Constitution. The Board shall meet at least once each year.
3. The Executive Committee shall consist of the President, President-Elect, Secretary/Treasurer, and Past-President.

B. Officers and Duties

1. President: The President shall preside at meetings of the membership and at meetings of the Executive Committee and the Board. The President shall appoint committees as provided in Article VI of the Bylaws. The President, or a designee, upon consultation with the Board, shall make all other appointments as needed. The President shall assume all other duties normally associated with the office. The President continues for one year as a member of the Executive Committee and the Board as the immediate Past-President.
2. President-Elect: The President-Elect shall assume the duties of the President in the President's absence or when so designated, and shall work cooperatively with the President in administering the affairs of the Association.
3. Secretary/Treasurer: The Secretary/Treasurer shall oversee the management of the Association's fiscal affairs and shall be responsible for the preparation of minutes of the meetings of the Executive Committee and Board.

**ARTICLE IV.
REGIONAL ORGANIZATION**

A. Purpose

The Association shall be organized into geographical regions (1) to improve communications, (2) to provide support for affiliate organizations and (3) to promote regional activities.

B. Regions

The Board shall organize the Association into geographical regions which shall be modified as necessary to accomplish the purpose of the Association. The regions are:

Region I: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Region II: Delaware, District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Virginia

Region III: Illinois, Indiana, Michigan, Ohio, Wisconsin

Region IV: Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota

Region V: Kentucky, Maryland, West Virginia, North Carolina, South Carolina, Tennessee

Region VI: Alabama, Florida, Georgia, Louisiana, Mississippi, Puerto Rico

Region VII: Arizona, Arkansas, New Mexico, Oklahoma, Texas

Region VIII: Colorado, Idaho, Montana, Nevada, Utah, Wyoming

Region IX: Alaska, California, Hawaii, Oregon, Washington, Pacific Territories

Region X: Canadian Provinces

C. Coordinators

1. A Coordinator shall represent the association in each region. The Regional Coordinators shall be elected for three-year terms, one-third to be elected each year. The Regional Coordinators shall annually elect one of their numbers to serve a two-year term on the Board of Directors. The Coordinators eligible to be elected to the Board shall be the Coordinators beginning the second year of their term of office.
2. The NABT Board may declare a Regional Coordinator inactive if the objectives and activities of that individual are deemed ineffective and/or inconsistent with the Mission of the Association. When the NABT Board declares a Regional Coordinator inactive the Director/Coordinators will notify the Regional Coordinator who can then petition the Board to regain his/her active status.
3. Regional Coordinators shall appoint State/Province Representatives and Outstanding Biology Teacher Award Directors for those states/provinces in his/her region.
 - a. State/Province Representatives and OBTA Directors shall each serve terms of five years, subject to reappointment for one additional five-year term to effectively promote NABT initiatives and programs within the state/province.
 - b. The NABT Board may declare a State/Province Representative or OBTA Director inactive if the objectives and activities of that individual are deemed ineffective and/or inconsistent with the Mission of the Association. When the NABT Board declares a State/Province Representative or OBTA Director inactive, the overseeing Regional Coordinator will notify the State/Province Representative or OBTA Director, who can then petition the Board to regain his/her active status.

ARTICLE V. ELECTIONS

A. Nominations

The Nominating Committee shall be a standing committee consisting of five members appointed by the President. The members of the committee shall serve rotating three-year terms. The Nominating Committee shall make at least one qualified nomination and shall attempt to make at least two qualified nominations each for the offices of President-Elect, Secretary/Treasurer, Director-at-Large and Regional Coordinators. The President-Elect shall automatically assume the office of President for the ensuing year. On or before the first day of August following the appointment, the Nominating Committee will certify the nominations to the President and the Executive Director who shall cause the same to be published on or before the following first of September.

B. Procedure

The Executive Director shall send, not later than the fifteenth day of August, an electronic ballot bearing all nominations for office to all voting members. In order to be counted, the ballot must be received on or before the following first day of October. The Executive Director shall publish the results within fifteen days. The candidates who receive the highest number of votes for the offices of President-Elect, Secretary/Treasurer, Director-at-Large, and Regional Coordinators shall be elected. In the event of a tie vote, the Board in office at the time of the election shall decide the election. Vacancies occurring between elections in any office shall be filled by appointment by the President with approval of the Board, except that the President-Elect shall fill the vacancy of the office of the President.

C. Terms of Office

The President shall serve for one year. The President-Elect shall serve for one year. The Secretary/Treasurer, Directors-at-Large, and Director/Coordinators shall each serve terms of two years, subject to reelection for one additional two-year term. The Secretary/Treasurer, one Director-at-Large, and one Director/Coordinator shall be elected in odd numbered years. Regional Coordinators shall be elected for three-year terms, one-third to be elected each year.

Elected officials serve terms beginning January 1st following their elections.

**ARTICLE VI.
COMMITTEES**

A. Appointments

The President, in consultation with the Executive Committee and with the approval of the Board, shall appoint members to these standing committees:

Archival Committee	Membership Resources Committee
Awards Committee	Nominating Committee
Informal Science Committee	Professional Development Committee
Conference Committee	<i>The American Biology Teacher Journal</i> Advisory Committee
Equity & Inclusion Committee	Retired Member Committee
Finance Committee	
Honorary Membership Committee	

B. Reports

Each Committee Chairperson shall submit a written report to the Board through the Executive Director one month before the annual meeting and/or upon completion of the committee's assignment.

**ARTICLE VII.
MEETINGS**

A. Executive Committee and Board Meetings

The Board shall meet at each annual convention and at other times, as it deems prudent to conduct the business of the association. The Executive Committee shall meet as necessary between Board meetings. Timely notice of all meetings shall be provided all members of the Board.

B. Membership Meetings

The Board shall hold, at such time and place, as it shall designate meetings of the members as needed to fulfill the purposes of the Association.

C. Quorums

1. Executive Committee: Three voting members of the Executive Committee shall constitute a quorum.
2. Board: Five voting members of the Board shall constitute a quorum.

D. Rules of Order

1. Robert's Rules of Order (Revised) shall govern in all meetings of the Association.

**ARTICLE VIII.
AFFILIATES**

A. Purpose

The Association encourages local and regional organizations that share its purpose to affiliate with it for the improvement of education in the biological sciences.

B. Qualifications and Procedures

The organization shall submit a formal application, including a Constitution and membership list, to the Board through the Executive Director for consideration as a recognized affiliate.

A minimum of ten percent of the members of the affiliate organization shall be active members of the Association.

Affiliation may be terminated by the Board of Directors. The right of any affiliated organization to disaffiliate from the Association shall not be denied.

ARTICLE IX. SECTIONS

A. Definition

1. Authority to establish and to terminate Section is vested in the Board.
2. Members of the Association may organize themselves in accordance with their interests and petition the Board for recognition as a Section.

B. Function

The affairs of the Section shall be managed according to policies developed by the Section in accordance with the policies and procedures of the Association.

ARTICLE X. PUBLICATIONS

A. Periodicals, etc.

The official journal shall be *The American Biology Teacher* and the news organ shall be *NABT News & Views*. The Association may publish other materials as approved by the Occasional Publications Committee and authorized by the Board.

B. Editorial Staff

The Executive Director shall be publisher of the Association publications. The Executive Director, with the approval of the Board of Directors, shall appoint the editor of each publication of the Association. The publisher shall annually submit a report to the Board describing publication activities.

The publisher and editors of all Association publications shall execute the policies established by the Board.

The editor of *The American Biology Teacher* shall be responsible for its editorial content.

Associate editors may be appointed by the respective editors for a term not to exceed that of the editor, with the approval of the publisher.

C. Editorial Board

The publisher and the editor may establish an Editorial Board for *The American Biology Teacher*.

ARTICLE XI. ADMINISTRATION

A. Central Office

The Association shall maintain a Central Office headed by an Executive Director.

B. Executive Director

1. Employment: The Board shall appoint an Executive Director who shall be responsible to the Board. The terms of employment shall be set forth in a contract between the Board and the Executive Director.
2. Responsibilities: The Executive Director shall be responsible for implementation of the Constitution, Bylaws, and policies adopted by the Board, for management of the affairs of the Association, for execution of legal and fiscal

contracts, for maintenance of the records of the Association and for other duties contained in the Executive Director's contract.

3. All employees of the Association are accountable to the Executive Director.

ARTICLE XII. FISCAL AFFAIRS

A. Fiscal Year

The fiscal year of the Association shall begin on July 1st of each year and end on June 30th.

B. Budget

The budget shall be prepared by the Executive Director and submitted to the Executive Committee for review, then to the Board for approval.

C. Audit

The Board shall order an annual independent audit of the financial accounts of the Association.

D. Remuneration and Conflicts of Interest

The Board may not vote on any question involving salary or honoraria of a Board member. All Board members, including the Executive Director, shall abstain from any decisions that may result in a conflict of interest, financial or otherwise, on the part of that individual.

ARTICLE XIII. OPERATIONS

An Operations and Procedures Manual describing how provisions of the Constitution & Bylaws, as well as Board policies, will be implemented shall be prepared by the Executive Director. The President and the Executive Director shall review and update the manual each year.

The manual shall provide guidelines and procedures for the Executive Director, Executive Committee, Board, committees, and others in carrying out their responsibilities.

ARTICLE XIV. BYLAW AMENDMENTS

These Bylaws may be amended by a favorable vote of five members of the Board provided that each Board member shall have been sent written notice of the proposed amendment not less than 14 days prior to the meeting.

ARTICLE XV.

These revised Bylaws of the Association shall be implemented upon their adoption.

Date of Adoption: April 16, 2020