

## **POLICIES OF IAVAT**

1. The primary purpose of IAVAT shall be for professional reasons and not for gain of individual members.
2. All committees, officers, members and others concerned with furthering agricultural education may submit a written copy of their resolution to the Special Projects and Resolutions as resolutions are developed.
3. Policies will be printed in the committee report each year and posted on the IAVAT web site.
4. Reports accepted by the membership at the annual meeting shall be forwarded to the Board of Directors for their action.
5. The Board of Directors shall be prepared to testify before legislators and any public hearing. Statistics, information, viewpoints, or philosophies should be reviewed by the President and/or Executive Director and discussed by the members of the Board of Directors prior to any official testimony. Any member of the Board of Directors or IAVAT member may testify without clearance, provided IAVAT stationery is not used or the member states they are testifying as an individual and are not representing IAVAT.
6. The Board of Directors, through the Advocacy Committee, shall study pending legislative bills and notify membership of IAVAT "stands" on the issues.
7. Members elected to the Board of Directors shall be prepared to attend NAAE Convention and Summer Regional Conference. Approval from the local school administration should be obtained prior to election to major office.
8. Representation to the Illinois Association for Career and Technical Education Board of Directors shall be voted upon annually by the IAVAT Board of Directors. Representation must come from a member of the IAVAT Board or Section Chairmen.
9. The most recent Past President shall serve as chair of the Nomination Committee.
10. The fiscal year for auditing purposes is considered to be July 1 to June 30. The membership year is considered to be July 1 to June 30. The deadline to pay membership dues for Incentive Funding Grant purposes is October 31<sup>st</sup>.
11. The reimbursement form for the expenses of the members of the Board of Directors are approved by the IAVAT Executive Director. Reimbursement requests must be made to the state office within 90 days of the event for payments to be processed.
12. Convention and conference expenses of the Board of Directors incurred to attend the NAAE Convention and NAAE Summer Regional Conference are paid by IAVAT as listed in Policy 14 up to the amount budgeted for such expenses during the current fiscal year.
13. Members of the Board of Directors will be reimbursed for expenses incurred while attending approved conferences, conventions and other assigned duties at the following rate: mileage at forty-five (45) cents per mile, unless public transportation is cheaper and convenient; meals at \$30.00 per diem; lodging at single rate or 50% of double room rate; parking at actual cost; all expenses actual cost up to maximum allowed. Should the combined expenses of the Board of Directors exceed the budgeted amount; the expense reimbursement will be prorated.
14. By agreement with Region IV delegate body attending the Summer Conference in Michigan in 1971 the expenses of any State Association President invited as a guest to any other Annual Agriculture Teachers Conference in Region IV will be paid by that president's own state organization.
15. Career Development Events (CDEs) sponsored by and under the jurisdiction of the IAVAT are: Ag Business Management, Agriculture Sales, Agronomy, Horticulture, Dairy Foods, Dairy Cattle, Forestry, Livestock, Meats Evaluation & Technology, Ag Communications, Ag Issues, Job Interview, Ag Mechanics, Veterinary Science, Horse Evaluation, Food Science, Dairy Handlers, and Poultry. All other contests will be under the jurisdiction of the FFA Board of Directors.
16. Section boundaries shall be reviewed every five years by the IAVAT Board of Directors.
17. Members of standing committees are elected annually at the summer conference by members from each individual district (or section as applicable). Committee chairs are approved by the IAVAT Board of Directors.
18. Committees working for IAVAT are encouraged to use their own funds to complete their assignments. The Board of Directors must approve exceptions.
19. IAVAT committees shall meet no less than three times per year. One of the three required IAVAT committee meetings per year will be held at summer conference. The remaining meetings can be conducted by a face-to-face meeting, conference call, e-mail, or other electronic means for review of documents or voting on committee work, as long as a committee participation report is submitted.

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20. Members of IAVAT committees must attend a minimum of two committee meetings per year in order to retain their seat on the committee.
21. IAVAT committees shall annually submit an attendance report showing each meeting, the date of the meeting and the record for each committee member.
22. The retiring President will receive a plaque presented at the annual banquet by the past president or their appointee. All other retiring officers of IAVAT will receive a token of appreciation at the annual IAVAT conference, presented by their successor.
23. Individuals receiving awards at the IAVAT Awards Banquet, who are not registered for the IAVAT Conference as an active member, will be provided a complimentary banquet ticket.
24. Persons who contribute to the advancement of IAVAT may receive the Certificate of Merit and/or Life Membership. Individuals nominated for these recognitions shall be selected and approved by the IAVAT Board of Directors at the spring board meeting and presented during the annual banquet.
25. Payment and refund of Association dues:
  - A. It is recommended that Association dues be paid at the sectional meetings during the annual IAVAT conference in June.
  - B. Dues may be accepted at any time; however, any member whose dues are unpaid, either in whole or in part after October 31, shall not be in good standing until such dues are paid.
  - C. First year teachers shall be assessed one-half of current IAVAT dues plus current full dues of NAAE rounded to the nearest dollar. The new teacher entering the school system the second semester or later will be assessed one-quarter of current IAVAT dues plus current full dues of NAAE and IACTE rounded to the nearest dollar. ACTE and Agriculture Education magazine may be in addition to both options.
  - D. No refunds can be provided for affiliated organizations (IACTE, ACTE and NAAE) once these dues have been forwarded.
  - E. All benefits of, by, for, and through the Illinois Association Vocational Agriculture Teachers shall immediately cease upon termination of membership in the Association.
  - F. Sections with ninety-percent IAVAT membership and above will be recognized at the IAVAT Conference.
26. University, Community, or Junior College teachers may be active members by paying all dues or become Associate members of IAVAT upon payment of all affiliation dues and support dues to IAVAT as determined by IACCAI at their annual conference. Upon payment of active IAVAT dues by community college and/or Junior College instructors the IAVAT will reimburse the IACCAI the amount of IACCAI dues.
27. In order to maintain their eligibility for IAVAT Service Awards, all Active, Associate, Retired, and Life IAVAT members must maintain membership in NAAE as well as IAVAT.
28. Any person serving the ex-officio capacity of IAVAT is interpreted to imply: that person has the right to serve on committee with voting rights on committee matters, but **does not** give that person voting privileges in the annual meeting or executive committee meetings.
29. Any person or organization making payment by check to the IAVAT for any obligation (ex: dues, CDE or conference registration) will be charged a \$25 penalty if such payment is uncollectible for any reason. The individual or organization will be considered "not in good standing" until the original obligation and penalty are paid in full by credit card, certified check, or money order.
30. All Section IAVAT accounts must be audited by a committee of at least 3 individuals besides the Section Treasurer each year and an audit report on file at the State IAVAT office by July 1, 2018 each year.
31. Resectioning shall be reviewed by the Special Projects Committee and the IAVAT Board of Directors every 5 years (years ending in 0 or 5). Proposals for resectioning should be created whenever a section contains 3 more or 3 fewer chapters from the state average of chapters. Schools can petition to move to a different section at any time, however, such petition needs to include reasons on why the move is necessary (distance travelled, geographic location, etc.) and filed by January 1 for action before the next school year. Appeals from conference resectioning decisions must be made within 30 days of the decision.