

# CONSTITUTION OF THE INTERNATIONAL ASSOCIATION OF SPECIAL EDUCATION

## ARTICLE I

### Name

The name of the organization shall be the International Association of Special Education (IASE).

## ARTICLE II

### Purpose

- Section 1. The purpose of the organization shall be to:
- (a) Promote awareness and understanding of issues and developments related to the education and welfare of individuals with special needs throughout the world.
  - (b) Promote professional exchange between professionals in special education, family members, and individuals in related disciplines worldwide.
  - (c) Encourage and promote research to advance the field of special education and share that information through official publications.
  - (d) Promote continuing education in special education.
  - (e) Work collaboratively with other special education organizations for worldwide promotion of the interests of individuals with special needs.
- Section 2. The IASE shall be a non-profit professional organization.
- Section 3. The IASE shall not carry on any other activities prohibited by an organization maintaining a not-for-profit status.

## ARTICLE III

### Membership

- Section 1. Membership shall be open to any interested persons.
- Section 2. Rolling membership shall be granted upon payment of dues and run from the date of payment of that year to the following year.
- Section 3. A membership may be terminated by request of the member or death at which time no reimbursement of dues will be made.
- Section 4. All membership fees and categories shall be determined by a vote at the biennial general membership meeting.

## ARTICLE IV

### Meetings

- Section 1. A general membership meeting of IASE shall be held at each biennial conference sponsored by the organization. Notice of this meeting shall be provided to all members through organization publications prior to the meeting date.
- Section 2. A special meeting of the general membership may be called by the president upon request in writing by either a majority of the Board or the registered members.
- Section 3. Proxy votes will not be accepted for general membership meetings.
- Section 4. The Board shall have the authority to conduct regional meetings, conventions, or conferences in addition to the biennial meeting of the organization.

## ARTICLE V

### Board

- Section 1. The IASE shall have the following officers: president, president-elect, immediate-past president, secretary, treasurer and three members-at-large who shall make up the Board.
- Section 2. The terms of office shall be as follows: president, president-elect, and past president shall serve two years each with the president-elect succeeding into the presidency and the president succeeding into the past presidency at the end of the two-year term; secretary and treasurer shall serve two(2) year terms. No member of the Board shall serve more than two (2) consecutive terms in the same office.
- Section 3. The fiscal year term shall be January 1 to December 31 of each year.
- Section 4. The current Board shall meet with incoming Board members immediately after the general membership meeting.
- Section 5. Membership of the Board shall reflect a minimum of three (3) countries as a reflection of the international focus of the organization.
- Section 6. The Board shall be responsible for the development and dissemination of all official publications (journals, books, monographs, etc.) of the organization.
- Section 7. Procedures for fulfilling vacancies.
- (a) A vacancy in the office of president shall be filled by automatic Succession of the president-elect.
  - (b) A vacancy in any office other than president shall be filled by an action of the Board.
  - (c) Individuals filling a vacancy shall serve until the end of the regularly scheduled term.

- Section 8. Procedures for nominations.
- (a) The Board shall solicit nominations from the general membership.
  - (b) The president shall appoint a committee to receive nominations and present a proposed slate of officers to the general membership for election.
- Section 9. No member of the Board shall be salaried by IASE funds.
- Section 10. Removal from office.
- (a) A petition for removal of a member of the Board shall be signed by at least 20 members of the organization and be submitted to the president in writing. If the president is the subject of the petition, it shall be submitted to the president-elect.
  - (b) The president/president-elect shall notify each member of the Board in writing of receipt of a petition within fourteen (14) days. A special telephone/electronic meeting will be held within (30) days of the receipt of the petition to consider the matter. Individuals with relevant information will be allowed to participate in the meeting at their own expense.
  - (c) A majority vote of the Board is required for removal from office.
  - (d) The Board member being considered for removal shall be provided with the results of the Board action in writing within fourteen (14) days.

## ARTICLE VI Duties of Officers

- Section 1. The president shall:
- (a) Conduct all meetings of the Board.
  - (b) Preside over the general membership meeting.
  - (c) Serve as an ex-officio member of all committees.
  - (d) Prepare an annual report for the membership.
  - (e) Oversee activities of the organization.
- Section 2. The president-elect shall:
- (a) Chair and oversee the planning committee for the biennial conference.
  - (b) Oversee all activities related to the biennial conference.
  - (c) Assist in matters upon request of the president.
- Section 3. The past president shall:
- (a) Provide continuity for the Board.
  - (b) Chair the nominations committee.
  - (c) Chair the policy/constitution committee.
  - (d) Assist in matters upon request of the president.

- Section 4. The secretary shall:
- (a) Keep an accurate record of all meetings.
  - (b) Handle all correspondence unless directed otherwise by the president.
  - (c) Give notice of all meetings to members in accordance with the constitution.
  - (d) Distribute a copy of the minutes of the Board to its membership within 30 days of a meeting and provide a copy of the general membership meeting minutes for publication in the next regularly scheduled publication of the organization's newsletter following the general membership meeting.
  - (e) Maintain an archival record of the organization.
- Section 5. The treasurer shall:
- (a) Keep an accurate record in writing of all financial transactions of the organization.
  - (b) Give a report of all financial transactions to the Board.
  - (c) Pay expenses budgeted and approved by the Board.
  - (d) Prepare a budget for the organization.
  - (e) Pay all amounts exceeding \$1500.00 (U.S.) by a check that is cosigned by either the president or president-elect.
  - (f) Arrange for an annual review of the financial records of the organization that is approved by the Board.
  - (g) Complete all forms to maintain the not-for-profit status of the organization.
  - (h) Chair the fund-raising committee.
  - (i) Maintain a list of all paid members.
- Section 6. The members-at-large shall:
- (a) Represent the needs of the membership to the Board.
  - (b) Chair committees not otherwise designated in this constitution.
  - (c) Carry out duties requested by the president.

## ARTICLE VII

### Committees

- Section 1. The standing committees of the organization shall be:
- (a) Conference Steering
  - (b) Public Relations
  - (c) Fund Raising
  - (d) Policy/Constitution
  - (e) Volunteer Service Project
  - (f) The Journal of the International Association of Special Education
  - (g) International Journal of Special Education (Marg Csapo Online)
  - (h) National Chairs
  - (i) Marg Csapo Scholarship
  - (j) Historian
  - (k) Grant Writing
  - (l) Membership
  - (m) Newsletter

ARTICLE VIII  
Banking and Borrowing

- Section 1. All checks exceeding \$1500.00 (U.S.), bills of exchange, or other orders for payment of money, notes or other evidences of indebtedness issued in the name of the organization shall be signed by the President and the Treasurer.
- Section 2. The Board may at any time, by resolution, direct the manner in which the person(s) by whom specific contracts or obligations of the organization may be executed.
- Section 3. Contracts in the ordinary course of the Association's operations may be entered into on behalf of the organization by the President.
- Section 4. The Board shall not borrow money on the credit of the organization, nor pledge, charge, mortgage, or hypothecate any of its property, real or personal, unless such action has been first approved and authorized by the members at a general meeting.

ARTICLE IX  
Seal

- Section 1. The Board may provide a common seal for the organization and may destroy a seal and substantiate a new seal in its place.
- Section 2. The seal of the organization shall be affixed only when authorized by a resolution of the Board and then only in the presence of persons prescribed in the resolution, or if no persons are prescribed, in the

ARTICLE X  
Amendments

- Section 1. Changes or amendments to this constitution may be effected at the general membership meeting or by written ballot with two-thirds approval of the membership voting.
- Section 2. Proposal to change or amend this constitution must be submitted to the chair of the constitution committee in writing and circulated by mail at least 30 days prior to a mail or voice vote.
- Section 3. The immutability clause (Article V, Section 9) cannot be amended.

## ARTICLE XI

### Dissolution

Section 1. Upon the dissolution of the International Association of Special Education, all assets of the organization shall be forwarded to a nonprofit organization.

Adopted	1989
Amended	1993
Amended	1997
Amended	2003
Amended	2011
Amended	2017