

**BYLAWS
Of
LOUISIANA ASSOCIATION OF COMPUTER USING EDUCATORS (LACUE)**

Definition and Name

These Articles will define and prescribe the fundamental governing principles for the association known as the Louisiana Association of Computer Using Educators, herein referred to as the Association or LACUE.

Purpose and Goals Statement

Purpose

To provide a professional nonprofit organization in Louisiana which recognizes and promotes the use of technology in education.

Goals

The end purpose of the activities of LACUE is to enable the full utilization of the power of technology to assist in the fulfillment of the goals of education. To this end, the ultimate goal is to achieve significant and increasing improvement in the understanding of technology and to have available the most specific information and technical training necessary to all those who would beneficially apply technology in their endeavors:

1. To participate in the coordination of activities relating to the educational use of technology.
 - a. To encourage the formation of, and support of, local groups concerned with educational uses of technology.
 - b. To interact with local, state, and national agencies to establish guidelines concerning the use of technology in education.
2. To promote equal opportunity for all students to enjoy the potential benefits and enrichment of instruction afforded by technology.
3. To promote the development of standards and professional learning for the knowledge enhancement of those involved in technology-related education.
4. To provide for the sharing and exchanging of ideas, techniques, research, materials, and procedures for use in educational technology.
5. To provide representation of members' viewpoints in the formation of laws and regulations, and to cooperate with the Louisiana Department of Education, the state legislature and other governmental agencies in matters relating to technology in education.

ARTICLE I. Officers

The 11 Elected Officers of LACUE are voting members and shall be the following:

1. President
2. Vice President (President Elect) and Advocacy
3. Treasurer
4. Secretary (Communications and Social Media)
5. Professional Learning: Virtual and F2F Director
6. General Board Members (6)- Two members from the General Board will serve on the Executive Board.

The Executive Board of LACUE consists of the following:

1. President
2. Vice President (President Elect) and Advocacy
3. Treasurer
4. Secretary (Communications and Social Media)
5. Professional Learning: Virtual and F2F Director
6. At-Large (To be appointed by the Entire Board.)
7. At-Large (To be appointed by the Entire Board.)

The Non-Elected Members of the LACUE Board of Directors, appointed by the President and approved by the Entire Board of Directors. These two representatives will serve as non-voting members of the General Board of Directors.

1. Exhibitor Representative
2. Louisiana Department of Education Liaison(s)

Duties of the President:

The President of LACUE shall have general supervision of the business of the corporation. He/she shall discharge the duties of the President as outlined in the LACUE Board of Directors Policy Manual.

Duties of the Vice President:

The Vice President shall, in the absence of the President, perform the duties and exercise the powers of the President. He/she shall discharge the duties of the Vice President (President Elect) and Advocacy as outlined in the LACUE Board of Directors Policy Manual.

Duties of the Treasurer:

The Treasurer shall have primary fiduciary responsibility for the Association and shall be responsible for the maintenance of the accounts. He/she shall discharge the duties of the Treasurer as outlined in the LACUE Board of Directors Policy Manual.

Duties of the Secretary:

The Secretary, in the absence of the President and Vice President, performs the duties and exercises the powers

of the President. He/she shall discharge the duties of the Secretary (Communications and Social Media) as outlined in the LACUE Board of Directors Policy Manual.

Duties of the Professional Learning: Virtual and F2F Director:

The Professional Learning Director shall be the ambassador between membership needs and professional learning opportunities for the organization. He/she shall discharge the duties of the Professional Learning: Virtual and F2F Director as outlined in the LACUE Board of Directors Policy Manual.

General Board Members (6):

The General Board Members will serve on the board and perform specific duties outlined by the Board of Directors. He/she shall discharge the duties of the General Board Members as outlined in the LACUE Board of Directors Policy Manual.

Duties of the Exhibitor Representative:

The Exhibitor Representative works with the entire Board of Directors as a liaison before and during Association Events. He/she also serves as an advisor to the Board regarding exhibitor concerns, needs, etc.

Duties of the Louisiana Department of Education Liaison(s):

The Liaison shall inform the Board of Directors of current and upcoming educational policies and practices relevant to the Association's mission(s). He/She will also assist in statewide outreach and collaboration.

Principal Offices:

The principal offices of the Association shall be located within the state of Louisiana and shall remain at that site unless changed by the Board of Directors.

Term of Office:

The term of office for all members of the Board of Directors shall be two years. Two years following appointment/election, the Vice President (President-Elect) shall become President and a new Vice President shall be appointed/elected.

The President shall have the power to appoint a person to fulfill any vacant office upon the approval of the Board of Directors. Appointed positions shall serve from their date of appointment until the next January 1st term, with the next change of President, or the next annual election whichever comes first. Appointed members, ratified through election, will serve the remainder of the term to align with routine election procedures. At the completion of the term as Vice President (President Elect), this position will automatically be the President of the organization.

The term of office for all Board members shall run from January 1st to December 31st.

Removal from Board:

The LACUE Board may remove any board member from office at any time with cause by vote of two-thirds of the remaining voting Board members. This vote will be completed by secret ballot.

Nomination Committee:

The Secretary will serve as the Nomination Committee Chairperson. Nominations will be submitted to the Nomination Committee Chairperson prior to the nomination meeting. In the event there are multiple nominations for a position, the board may choose, through simple majority, to select by secret ballot.

ARTICLE II. Membership

Admission of Members

Any person interested in technology in education may become a member of the Association through the LACUE website or by registering for a LACUE-sponsored event. There is no charge for membership.

Nondiscrimination

The Association shall not discriminate based on race, color, sex, creed, or natural origin in any of its activities.

Powers

The members of the Association shall be advisory to the President, all standing committees, and the Board of Directors.

ARTICLE III. Board of Directors

Representation

The Board of Directors of the Association will be the following: President, Vice President (President Elect), Secretary (Communications and Social Media), Treasurer, Professional Learning: Virtual and F2F Director, General Board Members (6), Exhibitor Representative, and Louisiana Department of Education Liaison (2).

The Executive Board of Directors of the Association shall consist of the following: President, Vice President (President Elect), Secretary (Communications and Social Media), Treasurer, Professional Learning: Virtual and F2F Director, and (2) General Board Members selected from the entire Board of Directors.

Insofar as possible, an equitable geographic balance shall be maintained on the Board of Directors. There shall be a limit of two voting board members from each district, private or charter school, or educational institution.

ARTICLE IV. Membership Meeting(s)

The quorum at a meeting of the membership shall be a majority of the Board of Directors in attendance.

Due notice of the time and place and general purpose of any regular meeting will be given, via email and/or social media, to all members at least 30 days in advance of the meeting.

ARTICLE V. Amending the Bylaws

These bylaws may be amended in the following manner:

- A. The proposed amendments will be sent to the President and to the Secretary and posted to the LACUE website at least 60 days prior to a general membership meeting or an approved LACUE event.
- B. An announcement of the proposed change will be included in the general announcement of the regular meeting or an approved LACUE event.
- C. To become effective, any changes in the bylaws will be approved by a two-thirds majority of the voting

members who responded to balloting or by the Board of Directors under ARTICLE XI of the Articles of Incorporation.

ARTICLE VI. Election of Officers

The Executive Board:

The Executive Board shall be elected by the voting members of the current Board of Directors no less than 180 days prior to the end of the current term on December 31st. The President shall run these nomination procedures.

General Board Members (6):

- After the Executive Board has been elected, the remaining six (6) General Board Member positions will begin the nomination process.
- Interested, active LACUE members, shall submit their names to the Secretary within 30 days of the initial advertisement for nominations. Nominees must include a bio and photograph during the initial nomination process.
- Nominees will be advertised for 30 days on the LACUE website, through social media, and email communications.
- Elections will be held electronically and will last at least 10 days.
- No less than 30 days prior to December 31st of the election year, the six (6) General Board Members elected will be publicly announced.

ARTICLE VII. Parliamentary Authority

Robert's Rules of Order will govern the Association in all cases in which they are applicable and in which are not inconsistent with the bylaws or the special rules of order of the Association.

ARTICLE VIII. Committees

The President shall have the authority to set up committees and appoint Ad Hoc Board Members with the approval of the entire Board of Directors.

ARTICLE IX. Dissolution of Association

Upon the dissolution of the LACUE organization, any assets remaining after paying all financial obligations will be donated to a qualified non-profit organization 501c(3) organization which has been selected by the majority of the Board of Directors. An act of dissolution must meet the same requirements as for passage of an amendment to the bylaws.