



NEW ENGLAND EDUCATIONAL RESEARCH ORGANIZATION

BYLAWS

TO NOTE: These bylaws were approved by the NEERO Board of Directors on August 13, 2020 via zoom. They are subject to approval by an electronic vote of the full NEERO membership in September 2020.

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ARTICLE I. NAME OF THE ORGANIZATION

The name of this organization shall be the New England Educational Research Organization (NEERO). It shall be incorporated as a nonprofit membership corporation under the laws of the state New Hampshire.

ARTICLE II. MISSION

The mission of the New England Educational Research Organization is to promote, improve, and disseminate information about all forms of educational research. In doing so, NEERO aims to:

- Provide a stimulating, supportive and welcoming forum for presentations;
- Identify and disseminate new research and practice;
- Encourage the application of innovative and sound research and evaluation and methodology.

ARTICLE III. MEMBERS

Membership of this organization shall consist of the persons signing the Certificate of Incorporation and any person interested in educational research.

Section 1. Categories of Membership

Members are eligible to enroll as a: (1) Professional Member or (2) Student Member.

Both Professional and Student members have full rights and privileges for membership including the right to attend all meetings of the organization, to participate in its affairs, to receive the publications of the organization, to vote, and to hold office. Eligibility shall be based on present or past active participation in educational research, or interest in the conduct, dissemination, or application of educational research.

Section 2. Resignation

Any member may resign from the organization by delivering a written resignation to the Executive Committee of the Board.

Section 3. Dues

Annual membership dues are required of all members of the organization. Dues shall be determined by the Board of Directors. The Board of Directors may incorporate the dues into the Annual Meeting's Registration Fee without a vote of the membership.

Dues shall be paid annually in advance of or upon registration at the Annual Meeting. Members whose dues are not paid within 60 days of the Annual Meeting shall be dropped from the membership.

Section 4. Voting

Each member shall be entitled to one vote at the Business Meeting. All items brought before the membership for a vote shall be decided by a majority vote.

Section 5. Sanctions

Any member can be refused future membership for failure to pay a previous year's dues and/or previous conference registration fees.

ARTICLE IV. OFFICERS/EXECUTIVE COMMITTEE

Section 1. Officers and their Duties.

The Officers/Executive Committee of NEERO shall be President, Vice-President, Secretary, Treasurer, and the Immediate Past President. These officers shall perform the following duties in accordance with the parliamentary authority outlined in these By-Laws:

Sub-Section A. President

The President shall preside at all meetings and shall have general supervision of the affairs of the organization. The President shall make reports to the membership, shall perform the incidental duties outlined in the NEERO Standing Rules document, and shall serve as the Immediate Past President following the completion of his/her term as President.

Sub-Section B. Vice-President

The Vice-President shall serve as Program Chair for the Annual Meeting and shall serve as President, following the completion of his/her term as Vice-President. In the absence, disability, or resignation of the President, the Vice-President shall perform the duties of the President until a successor is elected by the Board of Directors. In addition the Vice-President shall perform the incidental duties outlined in the NEERO Standing Rules document.

Sub-Section C. Secretary

The Secretary shall keep the minutes at all meetings and perform the incidental duties outlined in the NEERO Standing Rules document.

Sub-Section D. Treasurer

The Treasurer shall have custody of all the funds of the organization and shall keep records of all accounts. In addition, the Treasurer will perform the incidental duties outlined in the NEERO Standing Rules document.

Sub-Section E. Immediate Past President

The Immediate Past President shall advise the President on matters pertaining to the organization. In addition, the Immediate Past President will perform the incidental duties outlined in the NEERO Standing Rules Document.

Section 2. Term of Office

Each officer's term of office will begin at the close of the Annual Meeting in which he/she is elected.

The Vice-President will be elected to office by the Membership for a two-year term. The Vice-President will automatically assume the office of the President at the conclusion of his/her two-year term as Vice-President and without a vote of the Membership. Following a two-year term as President, he/she will assume the role of Immediate Past President for an additional two-years, without a vote by the Membership. In total this person will serve a six-year cycle in three different capacities.

The Secretary will hold office for a term of three years. This position will be elected by the Membership.

The Treasurer will hold office for a term of three years. This position will be elected by the Membership.

Section 3. Election

Sub-Section A. Nominations

Self-nominations and or the nomination of other members for office shall be submitted in writing to the Nominating Committee thirty days in advance of the Business Meeting.

Sub-Section B. Time of Elections

Elections will be held once a year during the Business Meeting. All members may attend and cast one vote for each position put forward on the ballot.

Section 4. Resignation

Any officer desiring to resign from office shall submit his/her resignation in writing to the Officers/Executive Committee who shall present it to the Board of Directors for action. The Board of Directors may elect a member to fill the vacated position until the next vote of the membership is held at the Business Meeting.

ARTICLE V. MEETINGS

Section 1. Annual Meeting

One conference shall be held annually for its membership to fulfill the organization's mission as outlined in Article II. This conference shall be known as the Annual Meeting. A registration fee for attendance and participation in the Annual Meeting will be required. The rate for registration will be determined annually by a majority vote of the Board of Directors.

Section 2. Business Meeting

A Business Meeting will be held during the Annual Meeting for the purpose of electing officers, receiving reports from the Board of Directors and committees, amending these By-Laws, and attending to other business that may arise.

Section 3. Special Meetings

A Special Meeting of the Membership may be called at any time by the President upon written request from 10% or more of the members of the organization. The purpose of the meeting shall be stated in the call. Except in cases of emergency, a notice of at least fourteen days shall be given.

ARTICLE VI. BOARD OF DIRECTORS

Section 1. Board Composition

The Board of Directors shall consist of: Officers; Conference Director; Historian; Special Projects Director; Communications Director; one Representative from each of the following states: Connecticut; Massachusetts, Maine, New Hampshire, New York, Rhode Island, Vermont, as well as one representative outside the Northeast area; and eight Strand Directors responsible for content/topical strands presented at the Annual Meeting.

Section 2. Term of Office

Board Members shall serve a term of three years, with the exception of the 2-year terms established for the President, Vice-President, and Immediate Past President in Article IV. Each Board Member shall begin his/her term at the close of the Annual Meeting in which he/she is elected.

Section 3. Election

All members of the Board of Directors shall be elected by the Membership with the exception of the President and Immediate Past President (See Article IV).

Sub-Section A. Nominations

Self-nominations and or the nomination of other members for office shall be submitted in writing to the Nominating Committee thirty days in advance of the Business Meeting.

Sub-Section B. Time of Elections

Elections will be held during the Business Meeting. All members may attend and cast one vote for each position put forward on the ballot. The time and location of the Business Meeting shall be provided to members in the Conference Program.

Section 4. Meetings

The Board of Directors shall meet a minimum of four times each year, with one of those meetings being the Business Meeting (held during the Annual Meeting).

Board Meetings shall be called by the President or may be called when one third of the Board Membership request that the Secretary call a meeting.

Section 5. Standing Rules

In accordance with *Roberts Rules of Order, Revised Edition*, the Board of Directors will maintain an updated document known as the Standing Rules. These standing Rules may not conflict with the By-Laws put into place by the Membership. Instead they are rules and policies related to the administration and management of the organization. These Standing Rules are to be made public to the membership.

Section 6. Duties

The members of the Board of Directors shall perform the duties outlined in the NEERO Standing Rules document and in accordance with the parliamentary authority outlined in these By-Laws.

Section 7. Voting

At every Board Meeting, each Board Member shall be entitled to one vote. Except as otherwise provided, all items brought forward for a vote shall be decided by a majority vote.

Section 8. Contracts and Services

Members of the Executive Committee (President, Past President, Vice President, Treasurer, Secretary) may freely make contracts, enter transactions, or otherwise act for and on the behalf of the organization that are in accordance with the organization's mission and the duties of the position they hold, as outlined in these By-Laws and the Standing Rules of the organization.

Section 9. Compensation

Board Members shall not receive any regular compensation for their services but may be reimbursed for Board-approved expenses.

Section 10. Resignation

Any Board Member desiring to resign from office shall submit his/her resignation in writing to the Officers/Executive Committee who shall present it to the Board of Directors for action. The Board of Directors may elect a member to fill that vacated position until the next vote of the membership is held at the Annual Meeting.

Section 11. Sanctions

Any member of the Board of Directors may be removed for cause by a three-fourths vote of the Board of Directors or by a two-thirds vote of the Membership at a Board, Special, or Annual Meeting.

ARTICLE VII. OFFICERS/EXECUTIVE COMMITTEE

The Board shall direct the President to appoint committees to carry out the affairs of the organization. At minimum these committees shall include an Auditing Committee, an Awards Committee, a Nominating Committee, a Program Committee, and any other Ad-Hoc Committees deemed necessary. The function of each of these committees shall be as follows:

Section 1. Auditing Committee

To audit the Treasurer's accounts after each Annual Meeting. In addition, this committee shall prepare an annual report to be presented to the Board of Directors at the Board Meeting.

A committee composed of the three Board Members (other than the Treasurer), shall convene after the Annual Meeting to perform these duties.

Section 2. Awards Committee

To review papers and identify award winners in the following categories: (a) the John Schmitt Award; (b) the Rubovits Award; (c) Kim Fries Award; (d) Charles DePascale Scholarship and make recommendations for additional awards or scholarships.

- a. John Schmitt Award shall be awarded to a graduate student, identified as an individual who is enrolled in a graduate program seeking an advanced degree or who is presenting a paper based upon a thesis completed in the past year.
- b. The Rubovits Award shall be awarded to an individual for the best paper presented at the Annual Meeting and a stipend of \$250.

- c. The Kim Fries Award shall be awarded to an individual NEERO member who has demonstrated distinction in the early part of their professional career, and active contribution to NEERO through participation with NEERO for at least five years. This award may be given annually.
- d. Charles DePascale Scholarship shall be awarded to two graduate students, identified as individuals who are enrolled in a graduate program seeking an advanced degree, who actively attended the Annual Meeting. The individuals will be selected as part of a random drawing. Selected individuals will be granted a non-cash award for the conference fee to attend the subsequent Annual Meeting.

An Awards committee composed of the President (Chair), Immediate Past President, Vice-President, and Special Projects Director shall convene after the Annual Meeting to review papers, identify award winners.

Section 3. Nominating Committee

To present a slate of nominees for positions which will become vacant at the end of the Annual Meeting.

A Nominating Committee composed of the President (Chair), Immediate Past President, Vice President, Treasurer, and Conference Director shall convene after the Annual Meeting to identify and invite members who might serve in a position which will become vacant due to expiration of term or resignation at the next Business Meeting.

This committee shall present this slate to the Board of Directors for approval at the Board Meeting held prior to the Annual Meeting.

Section 4. Program Committee

To create a conference program in which topics involving both theoretical and applied aspects of education will be presented and discussed by the membership at the Annual Meeting.

A Program Committee composed of the Vice President (Chair), Conference Director, Special Projects Director, State Representatives, and Strand Directors will convene after the Annual Meeting. Additional members may be appointed to the committee by the Vice-President.

Section 5. Ad-Hoc Committees

The Board of Directors shall direct the President to appoint such committees as is deemed necessary to carry out the affairs of the organization. The President shall be an ex-officio member of all ad-hoc committees.

Additional tasks relative to each of these committees shall be determined by the Board of Directors and articulated in the Standing Rules document.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised*, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the organization may adopt.

ARTICLE IX. CONFLICT OF INTEREST STATEMENT

Each Member of the Board shall submit in writing to the President of Board a list of all businesses or other organizations of which she/he/they is an officer, director, trustee, member, owner (either as a sole proprietor or partner), shareholder, employee or agent, with which the NEERO has, or might reasonably in the future enter into, a relationship or a transaction in which the Director would have conflicting interests. The President of the Board shall become familiar with the statements of all Directors in order to guide her/his/their conduct should a conflict arise.

At such time as any matter comes before the Board in such a way as to give rise to a conflict of interest, the affected Board Member shall make known the potential conflict, whether disclosed by his written statement or not, and after answering any questions that might be asked him, shall withdraw from the meeting for so long as the matter shall continue under discussion. Should the matter be brought to a vote, neither the affected Board Member nor any other Board Member with a pecuniary benefit transaction with the NEERO shall vote on it.

The Board will comply with all the requirements of New Hampshire law where conflicts of interest are involved, including but not limited to the requirements of a two-thirds vote where the financial benefit to the Board Member is between \$500 and \$5,000 in a fiscal year, and to the requirement of a two-thirds vote and publication in the required newspaper where the financial benefit exceeds \$5,000 in a fiscal year. The New Hampshire statutory requirements are incorporated into and made a part of this conflict policy.

ARTICLE X. PROVISION FOR DISSOLUTION

ARTICLE X. PROVISION FOR DISSOLUTION

Upon the dissolution of the NEERO, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Service Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE XI. AMENDMENT

These By-Laws may be amended by the membership by a two-thirds vote, provided that the amendment has been submitted in writing to the Secretary no later than the previous regularly scheduled Board Meeting prior to the Annual Meeting.

A proposed amendment received no later than the previous regularly scheduled Board Meeting will be considered at the Business Meeting if it is (a) endorsed by a majority of the Board of Directors, or (b) accompanied by a petition containing the signatures of at least twenty-five members of the organization.