

Oklahoma ~~Federation~~ Council for the Exceptional Children of the Council for Exceptional Children

Constitution and Bylaws Revision

Article I. Name

Section 1. This organization shall be known as the Oklahoma ~~Federation of the~~ Council for Exceptional Children, a unit within The Council for Exceptional Children.

Section 2. The Oklahoma ~~Federation of the~~ Council for Exceptional Children shall abide by all the official decisions of The Council for Exceptional Children Representative Assembly.

Article II. Purpose

The purpose of this organization shall be for charitable, educational, and scientific purposes to advance the education of ~~individuals~~ children and youth with exceptionalities and to ~~promote related educational, scientific, and charitable purposes~~ establish and administer programs and activities for the education of its members. Specifically, the Oklahoma ~~Federation~~ Council for the Exceptional Children intends to assist and provide support to The Council for Exceptional Children (CEC) in all its efforts on behalf of ~~persons~~ children and youth with exceptionalities, and to participate in all appropriate governance activities of CEC subject to the general supervision and control of CEC. ~~provided, However,~~

1. No part of the Oklahoma ~~Federation~~ Council for the Exceptional Children's net earnings of assets will, either directly or indirectly, inure to the benefit of the Oklahoma ~~Federation~~ Council for the Exceptional Children's founders, or any of its officers or members, or their families, or otherwise to any private individual (except that reasonable compensation may be paid for services rendered to or on behalf of the Oklahoma ~~Federation~~ Council for the Exceptional Children and payments and distributions may be made in furtherance of the purposes set forth in Article II);
2. No substantial part of the activities of the Oklahoma ~~Federation~~ Council for the Exceptional Children shall consist of carrying on propaganda or otherwise attempting to influence legislation (except as may be permitted by Section 501 (h) of the Internal Revenue Code, as amended), and the Oklahoma ~~Federation~~ Council for the Exceptional Children shall not participate in or intervene (including the publication or distribution of statements) in any political campaign on behalf of any candidate for public office nor shall the Oklahoma ~~Federation~~ Council for the Exceptional Children engage in any activities that are unlawful under applicable federal, state, or local law;
3. The Oklahoma ~~Federation~~ Council for the Exceptional Children shall not be operated for profit and shall not carry on any other activities not permitted to be carried on by an association exempt from federal income tax under Section 501(c) (3) of the internal Revenue Code, or by an association to which contributions are deductible under Section 170(c) (2) of the Internal Revenue Code; and
4. If any time the Oklahoma ~~Federation~~ Council for the Exceptional Children is deemed to be a private foundation as defined in Section 509 of the Internal Revenue Code, the Oklahoma ~~Federation~~ Council for the Exceptional Children shall distribute its income and principal, if necessary, in such manner so as not to subject the Oklahoma ~~Federation~~ Council for the Exceptional Children, to tax shall not engage in any act of self-dealing (as defined in Section 4941 (d) of the Internal Revenue Code), retain any excess business holdings (as

defined in Section 4943(c) of the Internal Revenue Code), or make any taxable expenditures (as defined in Section 4945 (d) of the Internal Revenue Code).

Article III. Membership, Assessment and Dues

Section 1. Qualifications

Any **professional** personnel and other persons interested in the education and general welfare of children and youth with exceptionalities needs may become a member of the Oklahoma ~~Federation~~ Council for Exceptional Children by joining the Council for Exceptional Children and by paying such dues as shall be determined by the Oklahoma ~~Federation~~ Council for the Exceptional Children. Special assessments may be levied by a majority vote of those present at the Executive ~~Committee~~ Board meeting when this matter is considered, provided there is a quorum.

Section 2. Minimum Membership Requirements

The ~~federation~~ Oklahoma Council for Exceptional Children shall maintain a minimum of one hundred (100) paid members who shall meet the membership qualifications established by the CEC ~~Delegate Representative Assembly~~ Board of Directors, unless exempted by special action of the CEC Board of Directors.

Section 3. Unified Membership

All Oklahoma ~~Federation~~ Council for the Exceptional Children members must also be members of the Council for Exceptional Children. The Oklahoma ~~Federation~~ Council for the Exceptional Children may not accept enrollments for state membership only. Persons for whom membership in a local chapter is not feasible may become individual members of the Oklahoma ~~Federation~~ Council for the Exceptional Children by paying dues in The Council for Exceptional Children and the Oklahoma ~~Federation~~ Council for the Exceptional Children as stated in the By-Laws.

~~Section 4. The majority of members must be actively engaged in professional work related to the education of children with exceptional needs.~~

Section 5. *Combined with Section 3*

Section 4 6. Membership Term

The membership year shall coincide with the policies of The Council for Exceptional Children pertaining to membership year.

NOTE: Student CEC (SCEC) - Student members enjoy equal membership and privileges. However, they are organized as a separate entity with their own constitution and officers. The president of the Oklahoma SCEC is an official member of the ~~OFCEC~~ OKCEC Executive Board.

Section 5. Payment of Dues

Annual dues to the Council of for Exceptional Children shall be payable before the end of the individual's membership year. Members whose dues are not paid by the last day of their membership year shall be dropped from membership of the organization.

Article IV. Organization

Section 1. Relationship to The Council for Exceptional Children

The Oklahoma ~~Federation~~ Council for the Exceptional Children shall be affiliated with The Council for Exceptional Children. The Oklahoma ~~Federation~~ Council for the Exceptional Children shall be the state organization for the chapters of The Council for Exceptional Children in the state.

Section 2. Fiscal Year, Administrative, and Membership Term

The fiscal year and administrative term of office shall be July 1 through June 30. The policy pertaining to the membership year shall be consistent with the policy of The Council for Exceptional Children.

Article V. Officers

Section 1. Elected Positions

The officers of the Oklahoma Federation Council for the Exceptional Children shall be duly elected by the membership and consist of a president, president elect, vice president, secretary, treasurer, and newsletter editor.

Section 2. Terms of Office

All offices shall be for a term of one year, from July 1 through June 30, except the office of the treasurer, which is a term of two years, elected in 1996 and every two years thereafter.

Section 3. Prerequisite to Nomination and Election

All officers must be current members in good standing of The Council for Exceptional Children in order to be nominated for office at the time of their nomination and election and remain so throughout the duration of their term of office. ~~Officers must maintain a current membership in The Council for Exceptional Children through their term of office.~~

Section 4. Succession

The president elect shall automatically succeed to presidency at the expiration of the president’s term of office, and the vice-president shall automatically succeed to the president elect at the expiration of the president elect’s term of office.

~~Section 4.~~ **Section 5. Vacancies**

- A. If a vacancy occurs in the office of president, the president elect shall serve as acting president for the remainder of the term of office and shall become president at the beginning of the new term.
- B. A vacancy in the office of president elect shall be filled by automatic succession of the vice president to the office.
- C. A vacancy in any of the offices, except president and president elect shall be ~~declared and~~ filled by action of the Executive Board upon recommendation appointment of the president, with the approval of by the Executive Committee, and ~~such person(s) shall~~ the member will serve only until the end of the current administrative year or until replaced by a duly elected successor.

Section 5. Duties of Officers

- A. The powers and duties of the president shall be:
 1. To serve as chief executive of the Oklahoma Federation Council for the Exceptional Children with the powers and duties usually belonging to such a position;
 2. To give leadership to general policy making and carry out the directives of the membership;
 2. 3. To call and preside at the meetings of the Oklahoma Federation Council for the Exceptional Children, including meetings of the Executive Committee, the annual meeting, and all other unit sponsored meetings;
 3. ~~To call meetings of the Executive Board and/or Executive Committee and to preside at such meetings;~~
 4. ~~To preside at the annual conference;~~
 5. 4. To appoint all committees (with the exception of the Program, Finance and Nominations Committees) and to act as ex-officio nonvoting member of all committees with the exception of the Nominations Committee;
 6. 5. To recommend to the Executive board Committee the types of ad hoc committees and other appointive bodies needed;

- ~~7.6.~~ To represent the Oklahoma Federation Council for the Exceptional Children in coordinating its efforts with those of other agencies;
- 8. ~~7~~ To act as an official delegate to the Delegate Representative Assembly of The Council for Exceptional Children which meets during his/her term of office;
- ~~9. To appoint all other delegates to the Representative Assembly;~~
- ~~10.8.~~ To show concern for the history of the Oklahoma Federation Council for the Exceptional Children by collecting at the conclusion of his/her term the important Oklahoma Federation Council for the Exceptional Children papers given him/her by members of the Executive Committee and turning these over to the incoming president and to the Historian;
- ~~11.9.~~ To prepare and submit an the annual set of assurances report to the Council for Exceptional Children by January 1; and
- ~~12.10.~~ To appoint a parliamentarian and historian annually and a CAN coordinator every three years.

B The powers and duties of the President Elect shall be:

- 1. To serve in the place of, and with the authority of, the president in his/her absence or inability to serve;
- 2. To serve as chair of the Program Committee in planning the program for the annual state conference and meeting;
- 3. To prepare a draft of the complete convention program for approval of the Executive ~~Board~~ Committee;
- 4. To plan other meetings according to the policies and directives of the Executive Committee; and
- 5. To assume the responsibility of one of the state/provincial unit representatives to the CEC Representative Assembly.

C The powers and duties of the vice president shall be:

- 1. To assist the president elect in the program planning for the annual meeting. He/She shall serve in the place of the president in case of the absence of the president and president elect.

D. The powers and duties of the secretary shall be:

- 1. To keep a careful record of ~~all~~ each meetings of the Executive Committee and other general membership meetings of the Oklahoma Federation Council for the Exceptional Children, ~~of the Executive Board and Executive Committee~~;
- 2. To carry on correspondence as necessary for the operation of the Oklahoma Federation Council for the Exceptional Children
- 3. To keep a ~~register~~ accurate lists of ~~all~~ members of the Executive ~~Board~~ Committee, committees, and general membership;
- 4. To have available copies of the Constitution and Bylaws, and minutes of all meetings of the Executive Committees, and other official meetings conducted by the Oklahoma Council for Exceptional Children; assemblies, and conventions;
- 5. To send immediately all changes in the Constitution and Bylaws to The Council for Exceptional Children;
- 6. To assume custody of all records except those specifically assigned to others; and
- 7. To transfer all records to the new secretary by July 1.

E. The powers and duties of the immediate past president shall be:

- 1. To act in an advisory capacity and serve as chair of the ~~Nominating~~ Nominations Committee.

F. The powers and duties of the newsletter editor shall be:

- 1. To produce a newsletter to be sent to all Oklahoma Federation Council for Exceptional Children members as often as the Executive Board shall decide ist necessary.

- G. The powers and duties of the treasurer shall be:
1. To serve as custodian of the ~~receive all~~ funds belonging to the Oklahoma ~~Federation~~ Council for the Exceptional Children;
 2. To pay out money for expenses approved by the Executive ~~Committee board~~ and on authorization of the president;
 3. To make an annual report of the financial status of the Oklahoma Council for the Exception Children to the Executive Committee and the general membership at the annual meeting;
 4. To act as co-chair of the Finance Committee;
 5. To prepare and submit an annual budget for approval by the Executive Committee for adoption by the general membership at the annual meeting;
 6. To submit a record of all monies collected and expended to the Finance Committee annually for auditing; and;
 7. To transfer all monies and records to the new treasurer within 30 days after July 1.
 - ~~5. To file with the secretary a written report prior to the annual meeting of the Oklahoma Federation~~
 - ~~6. To transfer all monies and records to the new treasurer within 15 days after July 1.~~
- H. The powers and duties of the immediate past treasurer shall be:
1. To conduct an internal audit of the current treasurer's report at the end of the fiscal year and signify in writing approval for submission to ~~approval by the executive board.~~
 2. To complete all IRS forms; and
 3. To co-sign all checks with present treasurer.

NOTE: It shall be the duty of each member of the Executive Committee, at the conclusion of his/her term of office, to transfer all pertinent records to the appropriate incoming officer.

- I. The powers and duties of the representatives to the CEC Representative Assembly shall be:
1. To represent the Oklahoma Council for Exceptional Children at meetings of the CEC Representative Assembly and to participate in balloting and other activities necessary to the functioning of the Representative Assembly;
 2. To report regularly to the Oklahoma Council for Exceptional Children Executive Committee and general membership on activities of the CEC Representative Assembly and CEC;
 3. To communicate issues and concerns from the Oklahoma Council of Exceptional Children to the CEC Representative Assembly;
 4. To inform the Oklahoma Council for Exceptional Children about the disposition of CEC Representative Assembly issues and advice forward to the CEC Board of Directors; and
 5. To take other specific direction from the Oklahoma Council for Exceptional Children concerning the activities of the CEC Representative Assembly.

Section 6. Election of Officers

The officers of the Oklahoma ~~Federation~~ Council for the Exceptional Children shall be elected by the membership from those members in good standing who are nominated by the ~~nominating~~ Nominations Committee. Nominations may also be made ~~by petition and~~ from the floor at the annual meeting.

Section 7. Term of Office

The president, president elect, vice president, secretary, ~~treasurer~~, and newsletter editor shall serve one year, and the treasurer shall serve two years, which coincide with the fiscal year July 1 through June 30. The representatives to the CEC Representative Assembly shall each serve on a two-year term which shall be staggered.

Section 8. Succession

The president elect shall automatically succeed to the presidency at the expiration of the president's term of office and the vice president shall succeed the president elect.

Section 9.8. Removal from office

- A. A petition for removal of an Oklahoma Federation Council for the Exceptional Children officer shall be signed by at least five members of the Oklahoma Federation Council for the Exceptional Children and submitted in writing to the president. If the president is the subject of the petition; it shall be submitted to the president elect.
- B. The president (or president elect) shall, within seven days, notify each Executive Committee member in writing of the receipt of such a petition, solicit relevant evidence from all parties concerned, and call a special meeting of the Executive Committee to consider the matter within thirty days following receipt of the petition.
- C. At the Executive Committee meeting, an opportunity shall be made available to all interested parties to present any relevant evidence. A two-thirds majority vote of the members present, provided there is a quorum, is necessary for removal of the office. Removal from office is effective immediately.
- D. The officer being considered for removal shall be provided with the results of the Executive Committee's action in writing within seven days.
- E. Upon receipt of written notification of removal, the officer concerned shall have fifteen days to submit to the president (or president elect) written notice of appeal.
- F. Within seven days following receipt of a valid written notice of appeal, the president (or president elect) shall, in writing, call for the appointment and meeting of an Appeal Board. The Appeal Board shall consist of five members in good standing of the Oklahoma Council of Exceptional Children appointed by the Executive Committee and five members in good standing of the Oklahoma Council of Exceptional Children selected by the appealing officer. No member of the Appeal Board, with the exception of the Chair, will be a current officer, Board member, or committee chair of the Oklahoma Council for Exceptional Children. The president (or president elect) shall serve as the nonvoting chair of the Appeal Board. If the appealing officer is unable to select the members willing to serve, the decision of the Executive Committee will stand.
- G. At the meeting of the Appeal Board, an opportunity shall be made available to all interested parties to present any relevant evidence. A two-thirds majority vote of the members present is necessary to overturn the Executive Committee's decision and reinstate the removed officer. Reinstatement is effective immediately.
- H. The officer whose appeal has been considered shall be provided with the results of the Appeal Board action in writing within seven days. This action is final.

Article VI. The Executive Committee

Section 1. Composition

The Executive Committee of the Oklahoma Federation Council for the Exceptional Children shall be the duly elected officers of OFCEC consisting of the President, President Elect, Vice President, Secretary, Treasurer, Newsletter Editor, the Parliamentarian, and the Historian, as well as and the immediate Past President and immediate Past Treasurer of OFCEC OKCEC, the chairs of the standing committees, and a representative from each subdivision and chapter. One-half of the membership of the Executive Committee shall constitute a quorum.

Section 2. Duties of the Executive Committee

The duties of the Executive Committee shall be:

1. To serve as the Oklahoma Council for Exceptional Children's administrative policy-making body.
2. To act upon such official recommendations and petitions as may be received;
3. To approve a draft of an annual budget for adoption by the general membership
4. To recommend policies and programs to the general membership at its annual meeting;
5. To determine the publications that should be issued;

6. To select the site of the annual meeting sponsored by the Oklahoma Council for Exceptional Children and approve recommendations made by the conference committee;
7. To assume such other responsibilities as are, or as shall be, assigned through the Constitution and Bylaws or legislated by the Oklahoma Council for Exceptional Children; and
8. To make nominations to the Oklahoma Council for Exceptional Children for the positions of representatives to the CEC Representative Assembly when the President and/or Vice-President is unable to fulfill this duty.
1. ~~To meet prior to any Executive Board meeting to decide items that will appear on the Board's agenda, and to accept written recommendations for agenda items from the membership, including members of the Executive Board;~~
2. ~~To prepare an agenda for the Executive Board from the recommendations received as well as the addition of any unfinished and/or new business that needs the attention of the Executive Board; and~~
3. ~~To accept or reject written petitions for removal of an officer of OFCEC. If the petition is accepted, the Committee will contact the parties affected by the petition, collect all relevant information from both sides, and conduct a fair and impartial hearing. Any action taken shall require a two-thirds majority vote of the Committee members. The decision of the Committee shall be final.~~
4. ~~To recommend to the Executive Board a replacement due to the vacancy in any office except president and president elect, such person(s) to serve only until the end of the current administrative year or until replaced by a duly elected successor.~~

Section 3. Quorum

A quorum of the Executive Committee shall consist of all members of that committee in attendance.

Article VII. The Executive Board

Section 1. Composition

The Executive Board shall consist of the members of the Executive Committee, the OFCEC membership chairman, the Children and Youth Action Network (CAN) Representative, the president of each division, the president of each local chapter, and the president of the Oklahoma Student Council for Exceptional Children. A quorum shall be those members of the board in attendance.

Section 2. Duties of the Executive Board

The Duties of the Executive Board shall be:

1. ~~To serve as the Oklahoma Federation Council for the Exceptional Children's administrative policy-making body;~~
2. ~~To act upon such official recommendations and petitions as may be received;~~
3. ~~To adopt an annual budget;~~
4. ~~To recommend policies and programs to the participants at its annual conference;~~
5. ~~To decide on publications that should be issued;~~
6. ~~To select the site of the conventions sponsored by the Oklahoma Federation Council for the Exceptional Children and approve recommendations made by the local arrangement committee;~~
7. ~~To be involved in the selection of the student association advisor;~~
8. ~~To assume such other responsibilities as are, or as shall be, assigned through the constitution and bylaws, or by vote of the membership at the annual conference;~~
9. ~~To meet at least four times a year, with one meeting taking place during the annual conference;~~
10. ~~To be involved in the selection of the Public Relations Chair/Co-Chair~~

Section 3. Quorum

A quorum of the Executive Board shall consist of all members of the Board in attendance.

Article VIII. Annual Meetings

Section 1. The Annual Conference

The Oklahoma ~~Federation~~ Council for the Exceptional Children shall meet annually at a time and place designated by the Executive ~~Committee~~ Board, for a period of time equivalent to at least one full day. General membership will act as the State Representative Assembly.

Section 2. Other Meetings

Other meetings shall be called by the President with the consent of the Executive Committee.

~~NOTE: There shall be a meeting of the Executive Committee followed by an Executive Board meeting to be held at the time of the annual conference. Special meetings shall be called by the president with the consent of the executive committee.~~

Article IX. Committees

Section 1. Standing committees shall be appointed by the president with the approval of the Executive Board.

- A. Standing committees shall be
 1. Membership
 2. Public Relations
 3. Legislative
 4. ~~Nominating~~ Nominations
 5. Constitution and Bylaws/Policies and Procedures
 6. ~~Budget~~ Finance
 7. Program
- B. The president, with the approval of the Executive Committee, shall appoint the chair of the standing committees. The immediate past president shall serve as chairperson of the ~~Nominating~~ Nominations Committee. The president elect shall serve as chair of the Program Committee. The treasurer shall serve as chair of the Finance Committee.
- C. Committee members shall be appointed by the chairs, subject to approval by the president. The Membership, Nominations, and Finance Committees shall have no less than two members in addition to the chair.
- D. ~~Each standing committee shall be composed of two or more members and should include members from the general membership.~~
- E. Each standing committee shall formulate plans for executing its duties. The plans shall be subject to approval by the Executive Committee.

Section 2. The Membership Committee shall assist the membership chair in a continuing promotion of membership growth in the Oklahoma ~~Federation~~ Council for the Exceptional Children. The committee shall assist in developing new chapters. The chair and members shall serve three-year terms. One-third, or the nearest fraction thereof, of the membership shall be appointed each year.

Section 3. The Public Relations Committee shall include co-chairs (marketing and webmaster) who shall assist the newsletter editor in promoting an increased awareness of OFCEC OKCEC's purpose and activities by disseminating information through multiple media outlets such as the organization's website, newsletters and email.

Section 4. The chair of the Legislative Committee shall be the CAN coordinator. The committee shall provide leadership in matters relative to legislation, and shall keep the membership informed on legislative problems in the state and at the national level.

Section 5. The chairman of the ~~nominating~~ Nominations Committee shall be the immediate past president. The Nominations Committee shall have four members in addition to the chair, with a broad geographical and role

representation. The chair and members shall server one-year terms.

The duties shall be:

- A. to prepare annually a slate of officers of one candidate each for vice president, secretary, and newsletter editor and every two years for treasurer. All nominees must currently be members in good standing of The Council for Exceptional Children and remain so throughout the duration of their term of office.
- B. to add to this slate the name(s) of any member(s) who petition(s) the committee to be nominated for designated office.
- C. to submit this slate to the members at least thirty (30) days prior to the annual meeting.
- D. to conduct the election at the annual meeting after taking any nominations from the floor that might be presented.

Section 6. The chair of the Constitution and Bylaws ~~Policies and Procedures~~ Committee shall be the current vice president. The duties shall be:

- A. to annually review all constitution/policies and procedures, to receive and review all proposed amendments (See Article XII), and to present recommendations to the Executive Committee. If approved by the committee, the proposed amendments shall then be submitted ~~to the executive board for approval to present to~~ by the membership.
- B. to forward all proposed amendments to Public Relations chair and Webmaster so that they will be made available for publication to the OKCEC ~~OFCEC~~ membership at least 30 days prior to the annual conference through a variety of media.

Section 7. The chair of the ~~Finance Budget~~ Committee shall be the immediate past OKCEC treasurer. The duties shall be:

- ~~A. To prepare the budget for the current fiscal year for approval by the Executive Board.~~
- A. To consult and train the current treasurer in required duties.
- B. The current treasurer will be a member of the Finance Committee.

Section 8. The chair of the Program Committee shall be the president elect. The duties of the committee shall be:

- A. To assist the president elect and vice president in planning the program for the annual meeting and any special meetings called by the executive board.

Section 9. Ad Hoc Committees

Ad hoc committees may be established and their functions assigned at the discretion of the president. Such establishment must clearly indicate the purpose and length of service of the committee.

Article X. Meetings

Section 1. Annual Meeting

There shall be an annual meeting of the Oklahoma Council for Exceptional Children.

Section 2. State/Provincial Representative Assembly

Three shall be at least one regular meeting of the State/Provincial Representative Assembly to be held at the time of the annual meeting.

Section 3. Special Meetings

Special meeting s may be called by the president with the consent of the Executive Committee.

Article XI. Duration and Dissolution

Section 1. The duration of the Oklahoma ~~Federation~~ Council for the Exceptional Children shall be perpetual unless the officers of the Oklahoma ~~Federation~~ Council for the Exceptional Children unanimously determine that it should be dissolved.

Section 2. Upon the dissolution and final liquidation of the Oklahoma ~~Federation~~ Council for the Exceptional Children, the officers shall, after paying or making provision for payment of all the debts and liabilities of the Oklahoma ~~Federation~~ Council for the Exceptional Children, distribute all of its assets to either:

- A. The headquarters of The Council for Exceptional Children with a request that they be retained in a non-interest bearing account and made available to the Oklahoma ~~Federation~~ Council for the Exceptional Children should it ever be reorganized; provided, however that if The Council for Exceptional Children has dissolved or is not then qualified as a tax-exempt association within the meaning of Section 501(c)(3) of the Internal Revenue Code, then to another CEC unit designated by the officers of the Oklahoma ~~Federation~~ Council for the Exceptional Children which is organized and operated exclusively for exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code; or
- B. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction in the county or city in which a principal officer of the Oklahoma ~~Federation~~ Council for the Exceptional Children is located, exclusively for such purposes or to such association or organization, as said court shall determine, which are organized and operated exclusively for such purposes or to the federal government or a state or local government to be used for a public purpose.

Article XI. Quorum

~~A quorum of the Executive Committee shall consist of all members of that committee that are in attendance. A quorum of the Executive Board shall consist of those members that are in attendance. A quorum of the membership shall be those members that are in attendance.~~

Article XII. Parliamentary procedure

The rules of parliamentary practice in Robert's Rules of Order, Newly Revised, latest edition, shall govern the proceedings of the Oklahoma Council for Exceptional Children subject to the special rules which have been or may be adopted.

Article XIII. Amendments

Section 1. Submission of Proposed Amendments

Any proposed amendment to this constitution and bylaws shall be submitted in writing to the Constitution and Bylaws committee for review.

Section 2. Review by Executive Committee ~~Board~~

The Constitution and Bylaws committee shall refer all proposed amendments with recommendation to the Executive Committee ~~Board~~.

Section 3. Referral to the Membership

All proposed amendments presented to the Executive Committee ~~Board~~ shall be submitted to the membership not less than 30 days prior to any meeting of the membership.

Section 4. Final Action

All proposed amendments will require a two-thirds majority of the votes cast at any legally constituted meeting of the general membership. No amendment shall authorize the officers to conduct the affairs of the Oklahoma ~~Federation~~ Council

for ~~the~~ Exceptional Children in any manner or for any purpose contrary to the provisions of Section 501(c) (3) of the Internal Revenue Code.

~~**Article XIII. Parliamentary Authority**~~

~~The latest edition of Roberts' Rules of Order shall be the parliamentary authority in matters of procedure.~~