

The Oklahoma Association for Pupil Transportation

Preamble

Pupil transportation is a basic contributor to an effective educational program and in furtherance of this precept; the Oklahoma Association for Pupil Transportation is organized for and committed to the continued improvement of all aspects of this important and specialized educational service.

Bylaws

Article I – Name

The name of this association shall be the Oklahoma Association for Pupil Transportation Inc. It shall also be known by the letters O.A.P.T.

Article II – Objective

The objective of this Association shall be educational and charitable, in furtherance thereof, to promote and to provide leadership for the improvement and advancement of pupil transportation in the State of Oklahoma and the Nation as a whole. The Association further pledges to work for the improvement of the economy, efficiency and safety of pupil transportation; to serve as the spokesman for all who are engaged in pupil transportation; to serve as an agency for the collection and dissemination of information and to provide services such as publication, conference, research and other related services which promote the objectives of the Association.

Article III – Membership

3.1 Members: The association shall have the following members:

3.2 Active: Any person who is principally engaged in the administration or supervision of pupil transportation and is employed by a public or non-public school, college or university.

3.3 Associate: Any person not eligible as an active individual member who is interested in, engaged in or associated with any phase of pupil transportation

3.4 Industry: Any business, corporation, association or other organization which is engaged in or associated with transportation who wishes to support the purpose of the association and pupil transportation industry in the State of Oklahoma.

3.5 Life: Any member past or present, who has contributed meritorious service to pupil transportation. Eligibility for life member status shall be based upon nomination and majority vote of all members present at the annual meeting.

3.6 Honorary: Any person, who has contributed meritorious service to the pupil transportation industry. Eligibility for honorary member status shall be based upon nomination and majority vote of all members present at the annual meeting.

3.7 Rights of Members: Members of the Association are entitled to rights and privileges as determined by the Board of Directors except that of the right to vote and hold office which shall be limited to active members as defined in Section 3.2. Members shall obtain the hereinbefore referenced rights and privileges only upon payment of the prescribed dues.

3.8 Application for Membership: The Board of Directors shall have the power to approve all applicants for membership except that no individual may be denied membership on the basis of race, national origin, religion or sex.

3.9 Dues: Dues for all types of membership shall be established by the Board of Directors. Membership fees shall be included in the registration for attendance at the Annual Conference. Individual membership fees shall be determined and assessed by the Board of Directors, on an as needed basis.

Article IV – Meetings

4.1 Regular Meetings: The organization shall hold at least one regular meeting each year at such time and place as determined by the Board of Directors. The meeting shall be designated the Annual Meeting/Conference and shall be held, among other things, to elect officers as required by the Association.

4.2 Regular Business Meetings: The Board of Directors shall meet at least once per month during the normal school term. Those meetings will be held at a time and location that is voted on by the Board of Directors subject to being amended as the need arises.

4.3 Conducting of Business: The latest edition of Robert’s Rules of Order shall determine procedures to be followed at each meeting of the Association, except where otherwise determined by the By-Laws.

Article V – Officers

5.1 Elected Officers of the Association: The officers of the Association shall be as follows: President, Vice President/President Elect, the immediate past President, Northwest Director, Northeast Director, Oklahoma City Metro Area Director, Southeast Director, Southwest Director, Secretary/Treasurer, Tulsa Metro Area Director, and Vendor Director.

5.2 Terms of Officers:

a. The President shall hold office for a period of one (1) year beginning on July 1, following the election to the position at the Annual Meeting.

b. The Vice President/President Elect shall hold office for the period of one year beginning July 1, following the election to the position at the Annual Meeting and

shall become President one (1) year from the date of the election to Vice President/President Elect.

c. The Immediate Past President shall serve a one (1) year term immediately following his term as President as an officer and voting member of the Board of Directors. The Past-President shall serve as Chairman of the Nominating Committee.

d. The Regional Directors positions shall be for four (4) years, term begins on July 1, following the election to the position at the Annual Meeting.

e. The Secretary/Treasurer position shall be for four (4) years, terms begin on July 1, following the election to the position at the Annual Meeting and may succeed himself/herself only once. The election to determine a successor to this office shall be conducted at such time so as to allow the incoming Secretary/Treasurer to serve one (1) year concurrently with the outgoing officer.

f. In all cases of offices held by the Board of Directors, each may succeed themselves only once. This does not preclude election to a different position on the board.

g. It is generally agreed that the Regional Directors areas are defined as follows: Interstate 40 for North/South divide and Interstate 35 for East/West divide. The Tulsa Metro is defined as a 25 mile radius extending from the United States Post Office located at 3rd and Denver. The Oklahoma City Metro is defined as a 25 mile radius extending from the Oklahoma State Capital.

h. The Oklahoma State Department of Education-Transportation Officer is a permanent non-voting member of the Board of Directors of OAPT.

i. The Vendor Director position shall be for four (4) years, terms begin on July 1, following the election to the position at the Annual Meeting and may succeed himself/herself only once. The election to determine a successor to this office shall be conducted at such time so as to allow the incoming Vendor Director to serve one (1) year concurrently with the outgoing officer.

Article VI – Board of Directors

6.1 Definition: The Board of Directors derives its power from and shall be responsible to the membership of the Association. It shall have the corporate responsibility for the Association. It shall have the corporate responsibility for the Association including authority to:

a. Receive and implement the resolutions of the membership, provided said resolutions are legal, feasible and not in conflict with the adopted By-Laws.

b. Authorize the appointment of special commissions and committees as needed.

c. Approve an agenda for the annual business meeting.

d. Adopt policies for the operation of the Association.

e. Adopt the annual budget of the Association.

f. Establish dates, location and fees for the Annual Conference.

g. Select and hire an Executive Director whom the board shall deem as being in the best interest of the Association and determine the terms and conditions of employment of such person.

6.2 Quorum: A majority of the voting members of the Board of Directors at any duly called meeting shall constitute a quorum for the purpose of holding a regular meeting.
a. A quorum at the Annual Conference shall consist of a majority of the active members duly registered and in attendance at the Annual Conference.

6.3 Vacancies: The Board of Directors shall appoint an individual to fill a Director or Secretary/Treasurer vacancy on the Board until the next succeeding annual meeting. The Board must appoint an individual to maintain the composition of the Board as described in Section V. A vacancy in the office of President shall be filled by immediate succession of the President-elect until the next succeeding annual meeting of the Association. In the case of vacancy in the office of President-elect, the board shall appoint an elected Director from the Board to serve as acting President-elect until the next succeeding annual meeting. An individual who serves as acting President-elect is entitled to serve his/her unexpired term as Director.

6.4 Discipline/Removal of Members of the Board of Directors: The Board of Directors shall have the authority to discipline/remove members of the Board of Directors for just cause. No member of the Board may be disciplined or removed except after notice, an opportunity to be heard at a meeting of the full Board, and agreement by vote of two-thirds (2/3) of the members of the Board of Directors.

Article VII – Committees

7.1 Standing Committees: The standing committee of the Association shall consist of an Audit committee of three members. The current President may appoint other committees as needed for the duration of their term. These committees must be approved by a majority of the Board of Directors present at the time of the appointment.

7.2 Ex-Officio Members: In order for the President of the Association to complete the task assigned, the President is authorized to appoint as non-voting members of the Board of Directors those individuals that it is felt can assist the organization. This is a one year term. The Board of Directors has final approval of these appointments.

Article VIII _ Fiscal Year

8.1 Fiscal Year: The fiscal year of the Association shall be from the first day of January until the last day of December.

(Note: Changed June 14, 2000-By a majority vote of all members present)

Article IX – Amendments to By-Laws

9.1 Authority: Upon approval of the Board of Directors, a proposed amendment may be submitted by mail ballot to the active members of the Association. Said proposed amendment shall be declared passed by the Board of Directors if a majority of those voting in the mail ballot shall have voted affirmative.

9.2 Procedure: An amendment to the By-Laws may be proposed at the annual meeting of the Association and if approved by two-thirds (2/3) of the active members registered at the annual meeting, shall become effective immediately following the adjournment of the last session of the annual meeting at which the amendment was adopted.

Article X – Books and Records

10.1 Books and Records: The Association shall have and maintain official minutes of regular and special meetings as referenced in Article IV of these By-Laws. These books and records shall be maintained at the office of the Secretary/Treasurer. Members who make a written request may inspect official books and records of the Association at any reasonable time.