

SECTION 60
Area XII Executive Committee Officer Policy
Adopted 8/2/19

Section 60.1: Operating Philosophy, General Criteria and Eligibility

In order to establish a continuous and consistent pattern of leadership in the teacher ranks of Area XII, the area teachers will elect a slate of officers each year to provide leadership and make decisions on behalf of the area. It is essential that the area has an engaged and dedicated teacher officer team that is popularly elected by the Area XII teachers. It is essential that the officers are elected with a progression of service and continuity of experience in mind so the area can be successful. Officer transitions from year to year should ideally be as smooth as possible. The jobs and officer duties should be based on the premise that effective adult peer leadership is essential. In addition, there should be a mechanism in place that encourages teachers to serve in peer leadership roles and supports them while they serve.

Section 60.2: Area XII Teacher Officer Positions

The Area XII Executive Board of Directors will consist of the following elected officer positions:

- President
- Vice President
- Secretary
- Treasurer
- Area Leadership Coordinator (ALC)/State Travel Coordinator (STC)
- A representative from each of the districts that comprise the area

Section 60.3: Officer Representation

Each District will be represented by a teacher officer and/or teacher representative.

Section 60.4: Officer Rotation

1. Officers will be elected annually.
2. There will be no prescribed rotation and no specific term limits.

Section 60.5: Officer Duties

A. Area President

1. Will be elected annually at the VATAT Conference.
2. The duties of the President will include but are not limited to:
 - a. Planning and presiding over Area level meetings
 - b. Attending State FFA and VATAT meetings as needed or required

- c. Assisting the Area Coordinator in the development of committee representation at the Area and State levels such as degree checks, convention committees and standing committees at the state and area levels
- d. Signing all official documents or authorize execution of said documents
- e. Performing such other duties as usually pertain to the office of president.
- f. Attending conference planning meetings established by the VATAT
- g. Accompany the Area Coordinator at the Area Coordinators' meeting at the annual VATAT conference.

B. Area Vice President

- 1. Will be elected annually at the VATAT Conference.
- 2. The duties of the Vice President will include but are not limited to:
 - a. Assisting the President in planning and conducting Area level meetings
 - b. Conducting meetings in the absence of the President
 - c. Attending State FFA and VATAT meetings as needed or required
 - d. Serving as Chairperson of all Area-level Standing and Special Committees

C. Area Secretary

- 1. Will be elected annually at the VATAT Conference
- 2. The duties of the Secretary will include but are not limited to:
 - a. Taking minutes of meetings and posting them for public information
 - b. Recording and posting LDE, CDE and SDE results to JudgingCard and Area website
 - c. Maintaining records of meetings, conventions, and degree checks

D. Area Treasurer

- 1. This will be a permanent position subject to annual election but with no term limits or expressed District representation.
- 2. The duties of the Treasurer will include but are not limited:
 - a. Maintaining sound financial and accounting practices
 - b. Serve as Chairperson of the Auditing Committee
 - c. Assist the Area Coordinator in the financial management of the Area
 - d. Work closely with the Area Coordinator in the development of the annual budget and annual financial reports
 - e. Present and recommend an annual budget for adoption at the VATAT Conference.
 - f. Serve as a signatory on all active bank accounts

F. Area Leadership Coordinator/State Officer Travel Coordinator

1. This will be a permanent position subject to annual election but with no term limits or expressed District representation.
2. The duties of the ALC/STC will include but are not limited to:
 - a. Provide continuity in leadership development communications and processes with the State FFA office
 - b. Management and supervision of the Area XII FFA Officers while representing the area at official area events and functions
 - c. Planning and management of ALC, DLC, GLC and other leadership development activities as they arise
 - d. Coordination and facilitation of state officer travel in the area
 - e. Coordination and facilitation of area officer travel to the National FFA Convention to serve as National Voting Delegates
 - f. Bring the student officer's viewpoints and ideas to the Executive Committee for consideration and possible action
 - g. Serve as Chairperson of the overall District Leadership Coordinators (DLC) Committee

Section 60.6: Officer Terms

1. Officers will serve one-year terms.
2. Officers may be re-elected to their positions

Section 60.7: District Representation

1. Each district will have a member serving on the Area Executive Board of Directors at all times.
2. No District shall have more than 2 representatives at any time.
3. Each district will be responsible for selecting a representative from the district to serve on the Area Executive Board of Directors.

Section 60.8: Election of Officers and Representatives

1. Elections shall be held during the VATAT Professional Development Conference for AFNR teachers

Section 60.9: Replacement of Officers and Representatives

1. In the event that a teacher moves out of their district, for whatever reason, the district is responsible for electing a new person to serve of the Area Executive Board of Directors.

Section 60.10: Responsibilities of Executive Board

1. Will make decisions concerning the business transactions of the Area XII Association.

2. Will make decisions specifically related to grievances, protests, appeals and other matters of a sensitive or confidential issue

3. Will make decisions concerning the removal of a student officer or teacher officer in accordance with adopted policies and procedures.

4. Will meet prior to the annual VATAT Conference to develop agendas, plan the meetings and prepare the annual Program of Activities.

5. Will meet throughout the year as needed or required.