



Academic Challenge Advisory Board Bylaws



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NEW MEXICO REGIONAL COOPERATIVES CONTACTS

Regional Education Cooperative #1

David Bowman, Executive Director

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Northwest Regional Education Cooperative #2

Valerie Trujillo Executive Director

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High Plains Regional Education Cooperative #3

R. Stephen Aguirre, Executive Director

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Northeast Regional Education Cooperative #4

James Abreu, Ph.D, Executive Director

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Regional Education Cooperative #6

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Regional Education Cooperative #7

April Williams, Executive Director

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Pecos Valley Regional Education Cooperative #8

Kelley Alsup, Executive Director

Physical Address:

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Region #9 Education Cooperative

Bryan Dooley, Executive Director

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Region 9 Academic Competition Support Specialist

Jordyn King

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Southwest Regional Education Cooperative #10

Val Brea, Executive Director

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Deming, NM 88030

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Bylaws - RECA Academic Challenge Advisory Board

NAME

The name of the organization shall be the **RECA Academic Challenge Advisory Board (ACAB)** of the New Mexico Regional Educational Cooperatives Association.

PURPOSE

The purpose of the Academic Challenge Advisory Board shall be to act as a liaison between the regional educational cooperatives, the RECA, and the schools and students within each region; to create a better Academic Challenge within the state of New Mexico. In that capacity, the Academic Challenge Advisory Board will meet monthly with one member from each participating REC.

The Academic Challenge Advisory Board will ensure the current and future Academic Challenges, both regional and state competitions, are productive and of high quality.

OBJECTIVES

The Board shall assist the Academic Challenge by accomplishing the following specific objectives:

- Create a governance document that outlines a policy for rule changes, and procedures for changes.
- Decide on a question vendor for the Academic Challenge.
- Create and edit a Regional Competition Manual.
- Create a State Competition manual.
- Make decisions for how all competitions will be run both regionally and at the state competition.
- Support every region to be successful in their regional competitions.

MEMBERSHIP

Number of Board Members

The Academic Challenge Advisory Board shall consist of one participant from each Regional Educational Cooperative and the Executive Director of REC. More participants from each region can attend, but each region only gets one vote, from the member who is assigned. All membership decisions will be decided by a majority vote of the active members of the Academic Challenge Advisory Board.

Qualifications for Members

Members must work at a Regional Educational Cooperative in New Mexico.

Current board will identify membership on an annual basis and provide to the board the identified representative of each REC with a confirmation from each REC Executive Director.

A published list of voting members will be posted.

Board Membership is an annual responsibility through the fiscal year, 7/1/xx thru 6/30/xx. With a termination or resignation of employment from the REC, the membership ends and a new board member must be assigned by the director of that REC.

DUTIES OF THE ACADEMIC CHALLENGE ADVISORY BOARD

The Academic Challenge Advisory Board (ACAB) will

- become knowledgeable about the RECA Academic Challenge, its functions, procedures, management, and accreditation.
- promote the image of the RECA Academic Challenge with schools in their region and in the community.
- attend regular, special, and committee meetings, and events of the Board.

Additional Responsibilities

• Communication - The ACAB will bring to the table the needs and feedback on how things are currently going within their regions. The board will discuss and make necessary decisions in all areas of need regarding the Academic Challenge. The board members will then share changes and decisions that were made with the schools and coaches in their regions.

• Planning - The ACAB will

- provide feedback on the Academic Challenge's mission, goals, and strategic plan.
- work to create sustainability of the academic competitions.
- work to promote supplemental funding in support of ongoing technology requirements.
- work to expand the academic competition to be inclusive of all schools in NM.
- work towards the future of a multi-state interstate competition.

• Support - The ACAB will support the needs of the schools to make sure Academic Challenge is a success.

• Awareness - ACAB members will serve as ambassadors, actively promoting the RECA Academic Challenge.

- Programs - The ACAB will provide advice and feedback to all regions on the perceived effectiveness of the academic challenge and identify opportunities to include practical experience in upcoming events.

OFFICERS

Executive Officers

The executive officers of The Board shall be Chair, Vice-Chair, Secretary, and Region 9 Academic Competition Support Specialist (ACSS).

Chair - The Chair will be elected by the Board members for a term of one year and may be re-elected for a second one-year term.

- The Chair shall preside at all meetings of The Board; and while The Board is not in session, shall have general management control of the business and affairs of The Board.

In addition, the Chair, in cooperation with the ACSS, shall:

- Set the agenda for regular meetings of the organization.
- Schedule and govern regular meetings.
- Delegate authority and responsibility to the membership of the organization.
- Notify the members of the Advisory Board at least five (5) days in advance of the regular meetings.
- Oversee all Academic Challenge Advisory Board functions.

Vice Chair – The Vice Chair will be elected by the Board members for a term of one year and may be reelected for a second one-year term.

- The Vice-Chair shall, in the absence of the Chair, perform the duties of the Chair, and such other duties as shall be prescribed by the Chair, ACSS or the Advisory Board.

Secretary – The Secretary will be elected by the Board members for a term of one year and may be reelected for a second one-year term.

- The Secretary shall record the minutes of each meeting, maintain a current roster of the members, update the bylaws of the Academic Challenge Advisory Board as changes are voted upon by members, and keep a record of member attendance at meetings.

Election of Officers

The sitting board will identify representatives of each REC for the upcoming fiscal year in the June board meeting. The first official meeting of the new fiscal year will take place in July and annual elections will take place. This will allow the new representatives the opportunity to have input in the officer elections.

In the event of a vacancy in an officer position, The Board will have the remaining officers advance temporarily until the next board meeting where the members will elect a replacement for the vacancy until the next fiscal year. Special elections will be held at the discretion of the Chair, Vice-Chair, and Board members.

“By proxy votes” will be accepted via email for those members unable to attend in person or virtually.

COMMITTEES

Standing Committees - The Executive Committee shall consist of the Chair, the Vice-Chair, the Secretary, and the Region 9 Academic Competition Support Specialist. It will act as the administrative arm of the Board.

MEETINGS

Regular Meetings - There shall be monthly meetings of the ACAB each August, September, October, November, January, February, March, April, and June of each academic year. Additional meetings may be set by the Executive Committee.

Special Meetings - When deemed necessary by the Executive Committee, special meetings may be called. At least three days of prior notice shall be given to the membership and this notice will state the reason for the called meeting.

Quorum - One-third of the members of the ACAB shall constitute a quorum for all meetings.

General Procedure - Meetings will be conducted in a manner designed to obtain full discussion.

Robert’s Rules of Order, Revised, will govern. An agenda, with complete supporting materials, shall be distributed to all members at or prior to the announced time for the meeting. The Secretary will distribute the agenda, record each meeting, and subsequently distribute the minutes of the meeting for approval at the next meeting. A majority vote of the membership present at a meeting (with quorum) will be necessary for a ratifying decision.

FISCAL YEAR

The fiscal year of the Board shall be July 1 through June 30.

AMENDMENTS

Proposed amendments to these bylaws shall be presented in writing to the Chair of the ACAB and Region 9 Academic Competition Support Specialist, and distributed by the Chair to members at or prior to the next scheduled meeting, at which time ratification shall be by a majority vote of the members present at a meeting of a quorum of the Academic Challenge Advisory Board.

ADOPTION

These bylaws shall be adopted by a majority vote of the initial membership at a meeting of the ACAB.

Initial Academic Competition Advisory Board

Our thanks to the initial RECA Academic Challenge Advisory Board for their time spent collaborating, writing and editing the Academic Challenge Manual, State Competition Manual, and the By-laws.

Amber Richmond (SWREC10) Chair pro tempore
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Prestine Parten (SWREC10) Vice-Chair pro tempore
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Toby Soderberg (SWREC10) Secretary pro tempore
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Jordyn King (REC 9 ACSS)
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Mark Hightower (REC 5) Member
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Billie Mathews (REC 4) Member
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Martha Sanchez (REC 2) Member
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Jeannene Sparks (REC 2) Member
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REC Executive Directors

Bobbie Gutierrez (RECA)

David Bowman (REC 1)

Valerie Trujillo (REC 2)

Stephen Aguirre (REC 3)

Dr. James Abreu (REC 4)

Maria Jaramillo (REC 5)

Damon Terry (REC 6)

April Williams (REC 7)

Kelly Alsup (REC 8)

Brian Dooley (REC 9)

Valerie Brea (REC 10)