

American Driver & Traffic Safety Education Association - Florida (ADTSEA-FL) Constitution

Article I: Mission Statement

ADTSEA-FL aims to improve the quality of Driver Education in Florida through advocacy, professional networking, sharing of Driver Education resources, and developing educational opportunities for Driver Education and Traffic Safety professionals.

Article II: Parliamentary Authority

In all matters not covered by this constitution, ADTSEA-FL shall be governed by the latest edition of Robert's Rules of Order, revised, in cases where they are applicable and not inconsistent with this constitution.

Article III: Membership Requirements

Section 1 Requirements

ADTSEA-FL shall consist of adult members residing in or having interest in the State of Florida who are current on annual dues and in good standing.

Section 2 Dues

1. Membership dues for Individual, Institutional, and Corporate members shall be determined by the Executive Board.
2. The ADTSEA-FL portion of the dues for an Honorary membership shall be waived. The ADTSEA portion of the dues shall be covered by the individual.
3. The membership year shall expire one year following the receipt of dues.

Section 3 Suffrage

1. Members whose annual dues have been paid in full shall have the voting privilege in the election of ADTSEA-FL Executive Board members.

2. The voting process shall be determined by the Executive Board in accordance with Article VI, Section 2.

Article IV: Cooperating Organizations

ADTSEA-FL shall foster cooperative relationships with other professional Driver Education organizations but shall not permit such groups to speak for ADTSEA-FL.

Article V: Fiscal Year

The Fiscal Year for ADTSEA-FL shall begin on January 1 and end on December 31.

Article VI: Executive Board and Elections

Section 1 Executive Board

The Executive Board shall consist of five (5) ADTSEA-FL members elected annually by the current ADTSEA-FL membership in accordance with Article VI, Section 2. Each Executive Board member shall serve for a one-year term starting on the first Monday of March each year.

Section 2 Election of the Executive Board

1. In January of each year, current ADTSEA-FL members shall nominate any current ADTSEA-FL members to stand as candidates for election to the Executive Board. Members can nominate themselves or be nominated by another member. All nominations will be submitted to the current board and published for membership review during the first week of February each year.
2. The election of board members from the list of nominations shall take place during the second week of February. Ranked choice voting shall be conducted electronically, with provisions made for members who require alternative voting methods.
3. The Executive Board shall consist of the nominated candidates who received the five (5) highest vote totals during the annual election with the candidate receiving the highest number of votes to serve as the chair and the second highest vote to serve as the co-chair. Election results will be published by the end of the third week of February and may be contested in writing by any ADTSEA-FL member, via an official written objection, submitted to the Executive Board in accordance with Article VI Section 3.1.

Section 3 Objections, Ties, Runoffs

1. Following any objection in Article VI Section 2.3, the Executive Board must meet and rule to uphold or reject an objection by majority vote. Upholding an objection will require

the Executive Board to hold a general election open to all members to alleviate the objection.

2. In the event of a tie for any Executive Board positions, runoff elections will be held during the third week of February or as needed until all ties are broken, all five board positions are filled, and a chairperson is selected.
3. In the event only five candidates are nominated, the general election will serve to allow ADTSEA-FL membership to elect a chairperson.
4. In the event that fewer than five nominated board members are elected or a membership seat becomes vacant, the Executive Board will call for nominations the first week of the month following the vacancy with a general election of the membership the second week of that same month. The nominated candidate or candidates to fill the vacancy will be selected from the nominated candidates who receive the highest vote totals using the election procedures outlined in Article VI, Section 2.
5. In the event of misconduct or dereliction of duty, Executive Board members can be removed by a majority vote of the Executive Board members and replaced the next month by using the vacancy voting procedures found in Article VI, Section 3.4

Article VII: Chief Executive Officer

The Executive Board will meet quarterly to select or vote to retain a Chief Executive Officer (CEO) who will be responsible to oversee the operation of ADTSEA-FL. The CEO will appoint and direct the rest of the ADTSEA-FL's executives. Any Executive Board vote to remove a CEO must be followed by an Executive Board nomination and vote to select a new CEO.

Article VIII: Executive Officers

Section 1 CCO and CFO

Once selected or retained by the Executive Board the Chief Executive Officer must appoint a Chief Compliance Officer and a Chief Financial Officer for the Executive Board to confirm.

1. The Chief Compliance Officer (CCO) ensures that all of ADTSEA-FL's processes are established and all members are operating in line with those policies and procedures. The CCO acts as or supervises ADTSEA-FL's executive secretary.
2. The Chief Financial Officer (CFO) is the highest-level finance position in ADTSEA-FL and responsible for the budget, corporate filings, financial services (banking & taxes), financial reports and recordkeeping. The CFO acts as or supervises ADTSEA-FL's treasurer.

Section 2 Additional Officers

Additional Executive Officers may be appointed by the Chief Executive Officer without the approval of the Executive Board. These may include, but are not limited to:

1. A Chief Diversity Officer (CDO) who is responsible for diversity, equity, and inclusion in ADTSEA-FL, ensuring that operations align with the best diversity practices. This position is responsible to make sure that ADTSEA-FL equally represents both public and private driver educators as well as large and small population centers. This position is also responsible for making sure that citizens that are at a socioeconomic disadvantage have access to high quality Driver Education and driving instruction.
2. A Chief Legal Officer (CLO) who serves as general counsel for ADTSEA-FL, keeping the executive officers informed of laws and ordinances and offering legal advice.
3. A Chief Membership Services Officer (CMSO) who serves as liaison between ADTSEA-FL membership and affiliated organizations (SERADTSEA & ADTSEA) as well as the executive officers. The CMSO will also be responsible for recruiting members, organizing any face-to-face meetings or conferences. The CMSO will also lead all communication to the membership.
4. A Chief Communication & Technology Officer (CCTO) who is responsible for all messaging for ADTSEA-FL. This includes all correspondence and electronic media. In this role, the CCTO also maintains ADTSEA-FL's electronic documents and ensures data security.
5. A Chief Education and Training Officer (CETO), who is responsible for ADTSEA-FL's internal and external education initiatives. These include educational opportunities for members to maintain certifications, acquire instructional certification & endorsements, as well as opportunities for current and future driver training courses.

Article IX: Meetings

1. The Executive Board shall meet quarterly. The schedule of these meetings shall be posted to the ADTSEA-FL website with at least 30 days of notice. All members are invited to attend these meetings.
2. A meeting quorum is 4 of 5 board members.
3. The Executive Board meetings must include confirmation or appointment of a Chief Executive Officer (CEO) and also confirmation of the CEO's appointment of the Chief Compliance and Chief Financial Officers.

Article X: Legislative and Regulatory Activities

ADTSEA-FL will:

1. Advocate for continued improvement of Driver Education and driver licensing standards.
2. Work towards unifying standards, instructional delivery, and best practices for public K-12 Driver Education and commercial driving school instruction.

Article XI: Standing Committees

The standing committees for ADTSEA-FL may include exhibits & sponsorships, membership, conference planning, financial, and others as deemed necessary.

Chairpersons for each committee shall be appointed by the Chief Executive Officer of ADTSEA-FL. Each member of ADTSEA-FL will be assigned to serve on a committee.

Article XII: Publications

ADTSEA-FL shall prepare and disseminate information concerning driver education through appropriate publications authorized by the Chief Executive Officer.

Article XIII: Amendments to Constitution

This constitution may be amended by a majority vote of the Executive Board at any quarterly meeting. Amendments must be posted on the association website within 10 days, and the amendment must receive approval from two-thirds (2/3) of the active members who cast their votes within thirty (30) days following the quarterly meeting where the amendment was approved by the Executive Board. This vote does not require the participation of two-thirds of the entire ADTSEA-FL membership, but rather a two-thirds majority of those active members who participate in the voting process.

Article XIV: Ratification

This constitution shall become effective upon ratification by three-fourths (3/4) of those founding members at the conclusion of an electronic ratification vote on April 19th, 2024.

Article XV: Dissolution

Section 1

ADTSEA-FL may be dissolved only upon a two-thirds (2/3) vote of the membership upon one year's notice.

Section 2

Upon the dissolution of ADTSEA-FL, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code 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. Any such assets, not disposed of shall be disposed of by the circuit court of the county, in which the principal office of ADTSEA-FL is then located, exclusively for such purposes, or to set organization or organizations, as said, court, shall determine, which are organized and operate, exclusively for such purposes.

Section 3

None of the assets of ADTSEA-FL shall ever revert to the individuals of organizations comprising its membership, nor shall any donor be given preferential consideration in the disposition of assets.

CEO Selection Models

