

**NORTH CAROLINA COUNCIL OF EPSILON SIGMA ALPHA INTERNATIONAL
SCHOLARSHIP BOARD**

**BYLAWS
(As amended May 21, 2005)**

ARTICLE I NAME

Section 1 The name of this organization shall be the SCHOLARSHIP BOARD OF NORTH CAROLINA COUNCIL OF EPSILON SIGMA ALPHA INTERNATIONAL.

ARTICLE II PURPOSE

The purpose of the Scholarship Board of North Carolina State Council is to provide scholarships to enable students enrolled in training in accredited colleges and professionals in North Carolina, to further their training for work with state identified exceptional children, excluding the academically gifted. Professionals shall be defined as persons who are specifically trained to work with special needs persons, age birth to 21, in any educational setting.

ARTICLE III MEMBERSHIP

Section 1 The membership of the Scholarship Board shall consist of a minimum of ten (10) or more elected members. They shall be elected at the Annual Convention of the North Carolina State Council of Epsilon Sigma International (the 'Council') for terms of three (3) years each, rotating three (3) or four (4) members each year with no more than two (2) members per chapter or members-at-large elected in alternating years.

Section 2 The Vice Chair shall solicit and accept nominations for the rotating vacancies of the Scholarship Board and shall prepare a ballot of names submitted by contributing chapters on or before April 1 of each year. The ballot shall be sent to each chapter thirty (30) days prior to the Annual Convention. In the event the ballot is not filled, nominations will be accepted from the floor at the Annual Convention.

Section 3 To be eligible for the Scholarship Board, a person must be a Jewel Pin member in good financial standing with the Council and a member of a contributing chapter to the Scholarship Fund or a contributing Member-At-Large in good financial standing with the Council.

Section 4 A member of the Executive Board of the North Carolina State Council may not serve on this Scholarship Board.

Section 5 Members will be limited to one (1) unexcused absence during each (1) year term of office. The second unexcused absence during a single year will constitute

automatic resignation. Members must attend at least one (1) Scholarship Board meeting per year.

Section 6 In the event a position on the Scholarship Board becomes vacant, the replacement shall be appointed by the remaining members of the Board to fill the unexpired term.

Section 7 The State President shall be an ex-officio member of the Scholarship Board.

ARTICLE IV DUTIES AND RESPONSIBILITIES OF OFFICERS

Section 1 Officers of the Scholarship Board shall consist of a Chair, a Vice Chair, a Secretary and a Treasurer. The officers shall be elected by the Scholarship Board annually at its first meeting as specified in Section 1 of Article V.

Section 2 The duties of the officers of the Scholarship Board shall be:

- A. The Chair shall be the executive of the Board, presiding over all board meetings and at the Annual Convention. The Chair shall be responsible for sending student applications to colleges by January 15, updating the history record of scholarship winners and past board members, updating 'A Light Unto Their Path', reviewing the Bylaws, requesting Bylaw changes and submitting recommended changes to the membership of the Council thirty (30) days prior to the Annual Convention and shall present Board reports to the membership at each Council Meeting.
- B. The Vice Chair shall preside in the absence of the Chair. The Vice Chair shall solicit nominations for vacancies on the Board as set forth in Article III Section 2. In the event the Chair is vacated, the Vice Chair shall automatically become the Chair for remainder of the year. The Vice Chair shall prepare amended Bylaws to be sent to the Council Executive Board for inclusion in the State Yearbooks within forty-five (45) days after close of the Annual Convention.
- C. The Secretary shall record and keep the minutes of the Board and the Annual Meeting and shall help with any other duties as designated by the Chair. Copies of the minutes shall be distributed to each member of the Scholarship Board and the Council President.
- D. The Treasurer shall be custodian of all the monies of the Scholarship Fund and shall be authorized to sign all checks and withdrawals with the approval of the Board Chair. The Treasurer shall deposit all receipts as authorized by the Scholarship Board within a week of receipt and shall issue checks to professionals by June 15 and to schools by August 1 of the year such as awarded. The Treasurer shall prepare a report to be presented by the Chair at each Council Meeting and at the Annual Convention. A copy of the quarterly

financial statements and final fiscal year bank statement(s) shall be submitted to the State Council Treasurer's files.

E. Two (2) signatures are required on all bank accounts which would include the Treasurer and Chair, and both signatures are required on financial transactions of \$250.00 or more.

F. All changes in investment accounts shall be approved by the Board.

ARTICLE V MEETINGS

Section 1 This Board shall meet within thirty (30) days following election of Board members at the Annual Convention.

Section 2 Two (2) additional meetings shall be held during the fiscal year to be called at the discretion of the Chair. Two-thirds of the membership shall constitute a quorum.

Section 3 A special meeting shall be called by the Chair for the purpose of judging the teacher and student applications and reviewing suggested Bylaw changes.

NORTH CAROLINA COUNCIL OF EPSILON SIGMA ALPHA SCHOLARSHIP BOARD STANDING RULES

1. Professional and student scholarship applications, nomination forms, 'I Am A Scholar' contributions, and memorials or chapter contributions shall be April 1 of each fiscal year.
2. Graduate student applications will be judged depending on monies available and needs. They will be judged after all undergraduate and professional applications have been judged and monies awarded.
3. An updated copy of 'A Light Unto Their Path' shall be provided upon request to the Scholarship Board, Council Executive Board or any chapter or MAL, contributing to the Scholarship Fund.