

AAPASS

POLICIES



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1. It shall be the responsibility of the Program Committee to plan all programs of the Alabama Association of Prevention, Attendance, and Support Services, except such special meetings called and planned by the President.
2. The President may participate in all committees except the Nominating Committee.
3. Records of studies made by committees shall be filed with the minutes of the association.
4. There must be a minimum of three meetings in each district during the year. (September, December and March)
5. District officers shall be elected at the Spring district meetings and names of the officers sent to the State President by May 1.
6. The Retirement Committee shall obtain from each district president by February 1, the names of AAPASS personnel who will have retired by the annual meeting and who will have been members of CLAS in order to qualify for recognition. The Retirement Committee shall obtain and present a gift to retired members at the annual meeting or an appropriate meeting. No expenses other than the registration will be paid for retirees.
7. Messages of sympathy for illness of members or death of relatives of members shall be sent by the Secretary.
8. An appropriate plaque shall be presented to the retiring president at the end of his/her term of office.
9. Policies shall be permanently filed with the Secretary and kept as a permanent file.
10. Elected officers shall assume office immediately after the summer conference of CLAS.
11. Members holding current membership cards shall be entitled to voting privileges at any general business meeting.
12. A registration fee in line with annual conference expenses shall be paid when registering for conference.
13. The State President of AAPASS shall be the nominee of the CLAS Leadership Award. If a President serves two terms, the Executive Board may nominate someone else.
14. All AAPASS members present at a planning meeting may vote.
15. The Nominating Committee shall consist of the three past state presidents, with the most recent past president serving as chairman. Should any of these past presidents be inactive, the Executive Board shall appoint a replacement.
16. The President's Council shall consist of all active past state presidents. It shall provide input to the Executive Board at its' request.
17. AAPASS shall cover travel and lodging fees of the President when attending CLAS related meetings.
18. All members will be reimbursed for pre-approved reasonable and necessary expenses incurred for conducting AAPASS business as approved by the Treasurer and President. All expenditures must have a receipt for reimbursement.