



Affiliate Handbook



<https://nabe.org/about-nabe/affiliates/>

Copyright © 2023 by National Association for Bilingual Education. All rights reserved.
No part of this book may be reproduced in any manner whatsoever, including internet usage, without written permission from the National Association for Bilingual Education.

National Association for Bilingual Education
1775 I Street NW, Ste. 1150
Washington, DC 20006
Office: 240-450-3700
www.nabe.org

This document is intended for internal organizational use only.

TABLE OF CONTENTS

NABE Contact Information	4
NABE Organization Profile	5
NABE Bylaws Information	9
NABE's Responsibilities to Affiliate Members	10
NABE Expectations from Affiliates	11
Active NABE Affiliates	12
Affiliate Membership in NABE	13
Nabe Affiliation Packet	14
NABE Affiliate Annual Renewal Form	18

NABE CONTACT INFORMATION

CHARTER ADDRESS

NATIONAL ASSOCIATION FOR BILINGUAL EDUCATION (NABE)
1775 I Street, NW, Suite 1150
Washington, DC 20006
(240) 450-3700

MAILING ADDRESS

NATIONAL ASSOCIATION FOR BILINGUAL EDUCATION (NABE)
P.O Box 1569
Albany, LA 70711

PHONE

240-450-3700

WEBSITE

www.nabe.org

National Association for Bilingual Education - Organization Profile

Overview

Since 1975, the **National Association for Bilingual Education (NABE)** has been a non-profit membership organization whose mission is to advocate for educational equity and excellence for bilingual/multilingual students in a global society. NABE is the only national professional organization devoted to representing bilingual/multilingual students and bilingual and dual language education professionals and its priorities include improving instructional programs and practices for linguistically and culturally diverse children; providing bilingual and dual language educators with high-quality professional development opportunities; securing adequate funding for quality dual language programs serving English Learners (ELs); and keeping the rights of ELs clearly in focus as states and communities move forward with sustainable educational reforms. NABE has 19 state/regional affiliates and 4 international affiliates, which collectively represent more than 5,000 members. These members include bilingual and English learner (ELs) teachers, parents, paraprofessionals, administrators, professors, advocates, researchers, and policy makers.

History

As a tireless advocacy organization since 1976, NABE has worked diligently over the years to influence and create policies, programs, research, pedagogy, and professional development to improve the education of English Learners (ELs). NABE has relied on its affiliates, membership, and board members to provide a vision for the country as it relates to the education of ELs. Primarily, NABE has been promoting and supporting the use of the native language instruction through dual language enrichment programs, most commonly Spanish and English. However, ELs represent over 100 languages and although less common, bilingual, and dual language programs are also available in German/English, French/English, Chinese/English, Vietnamese/English, Navaho/English, Apache/English, etc., across the United States. Internationally, languages are usually indigenous and the majority language such as: Quechua/Spanish, Garifuna/Spanish, Nahuatl/Spanish, etc. NABE has encouraged the development of intercultural understanding and has demonstrated that educators can learn to effectively value and promote cross cultural and linguistic pluralism.

1994 - 2002 Title VII Bilingual Education Act

NABE was instrumental in the passage of the Title VII Bilingual Education Act in the U. S. Congress. It was reauthorized every four years as an amendment to the Improving America's School Act of the Elementary and Secondary Education Act (ESEA). Funding was available to school districts and universities in the form of competitive grants to develop exemplary bilingual and dual language programs, foreign language programs, and to prepare and certify quality bilingual teachers.

2003-2011 - No Child Left Behind Act of the ESEA

The NCLB Act replaced the Title VII Bilingual Education Act with the Title III English Language Acquisition Act. Most of the funding became formula grants to states based on the number of students whose dominant language is other than English. NABE worked hard to make sure that states could still use the funding for bilingual and dual language programs, but English programs became predominant. NABE continued to advocate for bilingual and dual language education through announcements, press releases, its website, its national conferences, meetings, coalitions, support to states, technical assistance, etc., despite an environment of anti-bilingual education.

2012-2015 - Advocacy with HEC and NHL Organizations - HR 5 All Students Success Act of the ESEA

NABE has been an active member of the Hispanic Education Council (HEC) which unites 14 organizations dedicated to improving educational opportunities and outcomes for the more than 54 million Latinos living in the United States and Puerto Rico. Also, it has been an active member of the National Hispanic Leadership (NHL) which is a coalition of 39 national Latino nonpartisan civil rights and advocacy organizations. NABE and both coalitions worked tirelessly to make sure that emerging bilinguals were well represented in the newly passed congressional bill H.R. 5, the All Students Success Act.

2012 to 2015 - the Seal of Biliteracy

This initiative, conceptualized by *Californians Together*, was launched in California in 2012. The initiative consists of an award made by a state department of education or local district to recognize a student who has attained proficiency in English and one or more other world languages by high school graduation. The recognition of attaining biliteracy becomes part of the high school transcript and diploma for these students in the form of a seal. The NABE 2012 conference in Dallas, Texas promoted this initiative and has continued to support these efforts to this day. Since 2012, 35 states have adopted the Seal of Biliteracy. In 2015, The American Council on the Teaching of Foreign Languages, the National Association for Bilingual Education, the National Council of State Supervisors for Languages, and TESOL International Association, drafted recommendations for its continued implementation.

2015 - NABE Dual Language Symposium

In July 2015, the first NABE Dual Language Symposium (NABE DLS) was offered to 40 participants from across the U.S. designed to focus on dual language program development and implementation. NABE DLS has since been held annually in several locations across the country, including one held in Puerto Rico in 2016.

2016 - 2018

My Name, My Identity Campaign

In partnership with the Santa Clara County Office of Education, NABE initiated a national platform for the My Name, My Identity Campaign, and encouraged all its affiliates to join in this compelling effort. The My Name, My Identity Campaign is an opportunity to build a respectful culture in our schools and communities that values diversity and promotes global awareness. It encourages individuals to make pledges to pronounce students' names correctly and to learn the stories behind their names. Pronouncing students' names correctly helps foster students' self-confidence and their own sense of identity. This historic initiative received strong support from McGraw-Hill Education. The Coca-Cola Company issued a confirmed sponsorship for the 2017 NABE Global Ambassador Scholarship in Dallas, Texas. This initiative received commendations from California Assembly Member Kansen Chu, California Senators Jim Beall and Ricardo Lara, and Congressman Mike Honda.

NABE Trailblazers and Past Presidents

NABE implemented its 45th annual conference in Chicago where many of the past presidents and trailblazers were recognized during the Awards Luncheon on March 3rd. Trailblazers Maria Medina Seidner and Macario Saldade were in attendance. President Yee Wan invited them to help form the Past presidents' Advisory Council. This group met on March 5th to plan support for NABE.

International NABE Affiliates

For the first time in the history of NABE and thanks to the efforts of President Yee Wan, the Country of China became the first international affiliate of NABE in 2016. In September of this same year, Spain was approved by the board as its second international affiliate. NABE currently has 20 state/regional affiliates and 4 international affiliates, which collectively represent more than 5,000 members.

Every Student Can Succeed Act

NABE was very involved in the process of the passing of the Elementary and Secondary Education law (ESEA) Every Student Can Succeed Act (ESSA). It worked closely with the Hispanic Education Coalition to send joint letters for or against parts of the bill. In general, Title III funding for English language learner education was preserved. However, some drastic accountability measures that will impact our EL students were passed.

Congressional Resolution

Thanks to the great work of President Yee Wan, on April 18, 2016, California Congressman Michael Honda passed House Resolution 690 recognizing and celebrating April as the “National Bilingual/Multilingual Learner Advocacy Month.” This legacy is for many years to come so that our students can be recognized and acknowledged every year in all schools.

Virtual Initiatives

Early in the COVID-19 pandemic, NABE launched several virtual series, including Voices from the Field, Slow Institutes, and Authors Corner, to provide educators with free resources to help their students succeed during the crisis. Additionally, NABE developed a robust social media presence and Marketing identity and has generated strong following on all the social media platforms (Twitter, LinkedIn, Facebook, Instagram, Multibriefs) with daily and weekly postings promoting Dual Language Learning Resources for Teachers, Parents and Students to share resources and ask questions regarding Covid -19 and distance learning. NABE also launched its Virtual Learning Portal during this time; NABE Digital Badges in Dual Language offering a variety of the latest trends in professional development experiences for Dual Language, Bilingual Education and ESOL.

Current Initiatives

NABE is continuing to engage and expand its collaboration, joint programming, presence and partnership with its principal sponsors and exhibitors, such as the American Federation of Teachers (AFT), California Association for Bilingual Education (CABE), Californians Together, Illinois Association for Bilingual Education (IABE), Texas Association for Bilingual Education (TABE), IB España, New York Association for Bilingual Education (NYSABE), Hispanic Education Coalition (HEC), the National English Learners Roundtable (NELRT), National Association of English Learner Program Administrators (NAELPA), Center for Applied Linguistics (CAL), Intercultural Development Research Association (IDRA), Lawyers for Good Government, National Council of Asian Pacific Americans (NCAPA), Southeast Asia Resource Action Center (SEARAC), Unidos US, Joint National Council on Languages (JNCL- NCLIS), and others to develop a Policy, White Papers on Priorities and Recommendations for English Learners, that was also submitted to President Biden and Secretary of Education Miguel Cardona.

Looking Ahead

In 2021, NABE was awarded a National Professional Development grant from the US Department of Education for Project PARA TODOS, which is designed to better prepare and support educators (K-8 in-service) to implement evidence-based practices for teaching English learners (ELs) and dual language learners (DLs). This innovative project provides a rigorous program of study over the course of 18 months that leads to 6 micro-credentials and a EL/DL Badge, for 1500 K-8 educators and family literacy training for 400 parents/caregivers or EL/DLs. NABE has also partnered with two additional grant recipients to provide training for an additional 740 educators. NABE is also partnered with Red Cloud School on Project Stepping Back to Step Forward, designed to fully integrate long-term solutions for instruction in Lakǵóta and English to improve academic outcomes for Red Cloud English learners, by providing support for the professional development component of the project through digital badging/micro-credentials. NABE has submitted a proposal for the 2022 NPD grant competition (Project PARA NIÑOS) and will continue to seek out additional opportunities to help educators, families and caregivers meet the needs of ELs.

NABE BYLAWS

For the latest edition of the NABE Bylaws, please use the following link to visit NABE.org

<https://nabe.org/about-nabe/nabe-bylaws/>

NABE'S RESPONSIBILITIES TO ITS AFFILIATES

- 1) Meet with the affiliates regularly to elicit input, and exchange ideas among other essential communication. During the annual delegates meeting, the affiliates will all meet again to discuss information with the NABE Board.
- 2) Keep Affiliates advised of NABE activities via the NABE *Weekly E-News* and NABE's website, www.nabe.org.
- 3) Keep Affiliates advised about policies and developments in the field of bilingual education.
- 4) Provide technical assistance to the Affiliate upon request and as staff and resources allow.
- 5) Provide Executive Board members to the extent possible to represent NABE at affiliate.
- 6) Provide Affiliates in the conference state and the upcoming conference state with a complimentary booth at the NABE annual conference.
- 7) Recommend speakers for the affiliates' professional development events.
- 8) Provide access to the Bilingual Research Journal (BRJ), the NABE Journal for Research and Practice (NJRP), and to the *NABE Global Perspectives* quarterly magazine.
- 9) Advocate at the national level for issues that affect the affiliates in the field of bilingual education.
- 10) Provide technical assistance with the establishment of the Seal of Biliteracy or its implementation.
- 11) Highlight affiliates accomplishments and successes via NABE Weekly E-News.
- 12) Gather Teacher of the Year and Dissertation award nominations as well as student bilingual essays.

NABE's EXPECTATIONS FROM ITS AFFILIATES

- 1) For established Affiliates, the following must be submitted to the NABE Central Office by January 31 of each year:
 - a. Affiliate membership fee of \$100 (Mail to: NABE, PO Box 1569, Albany, LA 70711)
 - b. List of Affiliate Executive Board members, including names, addresses, telephone numbers, and term of office. (Email to: membership.nabe@gmail.com)
 - c. Date, location, and theme of the next annual conference and/or alternative professional development event, if available. (Email to: membership.nabe@gmail.com)
 - d. Include the NABE membership option in affiliates' membership materials.
 - e. It is the responsibility of the Affiliate President or designee to keep the NABE Central Office advised of any changes that occur during the year. (Email to: membership.nabe@gmail.com)
- 2) Each Affiliate is expected to advise NABE in the following ways:
 - a. The affiliate president or designee should keep the NABE Vice-President informed about local/state issues that NABE can address at the national level.
 - b. The affiliate president or designee should provide recommendations relative to all aspects of the national organization and its relationship with its Affiliates to the NABE Executive Board via the NABE Vice-President.
 - c. The affiliate president or designee should send a different representative to each of the Delegate Assembly (Affiliate Meeting) held at NABE's Annual Conference. Representatives of the Affiliate must be current NABE members in good standing.
- 3) Affiliates are expected to assist NABE in disseminating information to affiliate members regarding issues of national concern such as: the NABE Weekly E-News, the *NABE Global Perspectives* quarterly magazine, or any articles from the *Bilingual Research Journal* and the *NABE Journal of Research and Practice*.
- 4) Affiliates are expected to provide to the NABE Vice-President with information about their affiliate activities, accomplishments, and publications for inclusion in NABE Weekly E-News, the *NABE Global Perspectives* quarterly magazine, or any articles from the *Bilingual Research Journal* and the *NABE Journal of Research and Practice*.
- 5) Affiliate conference chairs can make a request to the NABE Vice-President for materials to be displayed at their conferences and vice-versa.
- 6) Affiliates are encouraged to submit to NABE nominations for Teacher of the Year, for Outstanding Dissertation awards and encourage school districts to submit bilingual student essay each fall. The announcements become available each fall at www.nabe.org.

ACTIVE NABE AFFILIATES

Currently, NABE has 22 active affiliates: 19 national and 3 international affiliates:

NABE Active Affiliates by Region			
East	Central	West	International
Carolina	Illinois	Arizona	Argentina
Florida (2 affiliates)	Oklahoma	California	China
Georgia	Texas	Idaho	Mexico
Massachusetts	Wisconsin	Nevada	
Michigan		New México	
New Jersey		Oregon	
New York		Washington State	
Puerto Rico			

NABE's INTERNATIONAL EXPANSION

NABE continues to promote international affiliations. So far, the countries of China, Mexico, Peru, and Spain were invited to submit a petition to become affiliates of NABE. In 2016 China, Spain and Mexico became official NABE international affiliates. Countries from these continents will be represented: Africa, Antarctica, Asia, Australia, Europe, North America, and South America.



For the latest edition of the NABE Affiliate Directory, please use the following link to visit NABE.org

<https://nabe.org/about-nabe/affiliates/>

AFFILIATE MEMBERSHIP IN NABE

Affiliate memberships are granted by the Executive Board after petition to state and international educational organizations as long as they agree to support NABE's purposes. An initial membership fee of \$100 must be sent to the NABE office along with the Affiliate Application packet. After being accepted as an Affiliate, established Affiliate memberships are to be renewed every year to remain as active affiliates, per the requirements listed in the section titled **NABE's EXPECTATIONS FROM ITS AFFILIATES**.

Affiliate Memberships are for organizations which agree to support NABE's purposes. Affiliate memberships are granted by the Board of Directors after petition by an organization. The petition shall include a written pledge to uphold NABE's purposes; a copy of the affiliate organization's Articles of Incorporation and bylaws or constitution, as appropriate; a list of the organization's elected officers and bonafide members; and payment of initial membership fee. **The organization seeking affiliate membership must also demonstrate in its petition that its membership constitutes a minimum of 25 and its officers are also NABE members in good standing.** Affiliate members are acknowledged on NABE's website and on its annual conference program booklet

Reactivating affiliation to NABE

If an affiliate has not paid its annual dues in one or more years, it can reactivate the affiliation by writing to the NABE Office requesting reactivation. This request must be accompanied by the annual Affiliate membership fee \$100 fee and the list of the new board members.

Procedures for Petition for Affiliation to NABE

1. Fill out the petition form, **write a cover letter stating your organization's intention to uphold the purposes of NABE.**
2. Enclose a copy of your articles of incorporation, constitution, or bylaws if available.
3. If your organization has a formal status in your country as a not-for-profit organization submit a copy of the documents that state it.
4. Enclose a list of your appointed or elected officers.
5. Enclose an initial affiliation fee of \$100.
6. Mail all the documents to the attention of NABE to Executive Director.
7. Upon receipt of the application, the NABE Executive Board will review the documents at its first duly called Board Meeting for approval and will notify the organization of the results.

NABE AFFILIATION PACKET

Checklist for Petition for New Affiliates

- ___ 1. Cover letter stating your organization's intention to uphold the purposes of NABE.

- ___ 2. Completed Petition Forms A & B.

- ___ 3. Copy of Articles of Incorporation, Bylaws

- ___ 4. Proof of not-for-profit organization status

- ___ 5. Proof membership constitutes a minimum 25

- ___ 6. Proof that officers are members in good standing with NABE.

- ___ 7. Enclose an initial affiliation fee of \$100.00 (if you would like to pay with credit/debit card-you will need to request the invoice from the NABE office)

- ___ 8. Mail documents to: NABE, P O Box 1569, Albany, LA 70711. (Overnight delivery should be sent to: NABE, 1775 I St. NW, Suite 1150, Washington, DC 20006)

Once all documents have been received in the NABE office, they will be given to the Executive Director to review and present to the NABE Executive Board for approval. The prospective affiliate organization will then be notified of the results.

NABE AFFILIATE PETITION FORM A

TO: National Association for Bilingual Education

FROM:

DATE:

The (Name of Organization)

_____ we hereby petition the Executive Board of the National Association for Bilingual Education the approval of our application for affiliation to NABE as an official chapter representing this geographical area: _____.

The (Name of Organization)

pledges to uphold the purposes of NABE as set forth in its Bylaws found at www.nabe.org. However, the affiliate will reserve the right to function as an autonomous entity so long as its actions do not conflict with the NABE Bylaws.

Enclosed find our cover letter, copy of our Bylaws, names, and addresses of the board members with paid NABE memberships, and initial affiliation fee of \$100.

Signature of President

Date

Signature of Secretary or other authorized official

Date

Given this ____ day of ____ of the year ____ in the city/town of _____ State or Country _____.

Please mail Petition Forms, initial affiliate dues, and all other requirements to:

**National Association for Bilingual Education
PO Box 1569, Albany, LA 70711**

NABE AFFILIATE PETITION FORM B

Note: Petition forms, initial affiliation fee, and other requirements should be mailed to the NABE office. If an affiliate joins NABE between June and December, a fee of \$50 will apply until December 31.

DATE OF PETITION: _____

Name of Organization: _____

Address: _____

Email: _____ Tel. # _____

Website: _____

Main contact person: _____

Email: _____ Tel. # _____

New board members:

President: _____

Address: _____

Email: _____ Tel. # _____

Vice-President: _____

Address: _____

Email: _____ Tel. # _____

Vice-President: _____

Treasurer: _____

Address: _____

Email: _____ Tel. # _____

Secretary: _____

Address: _____

Email: _____ Tel. # _____

Others: _____

Please mail Petition Forms, initial affiliation fee, and all other requirements to:

National Association for Bilingual Education
PO Box 1569, Albany, LA 70711
NABE AFFILIATES' ANNUAL RENEWAL FORM

Note: Annual renewal is from January 1 to December 31. Affiliate Renewal Form and annual affiliate membership fee of \$100 should be mailed to the NABE office before January 1 of each year. (If you would like to pay with credit/debit card, please request the invoice from the NABE office)

Renewal Year: 20 _____ **to 20** _____

Name of Organization: _____

Address: _____

Email: _____ Tel. # _____

Website: _____

Main contact person: _____

Email: _____ Tel. # _____

New board members:

President: _____

Address: _____

Email: _____ Tel. # _____

Vice-President: _____

Address: _____

Email: _____ Tel. # _____

Vice-President: _____

Treasurer: _____

Address: _____

Email: _____ Tel. # _____

Secretary: _____

Address: _____

Email: _____ Tel. # _____

Others: _____

Please mail this form with annual affiliate membership fee (\$100) to:
National Association for Bilingual Education
PO Box 1569, Albany, LA 70711