



NORTH TEXAS AREA ASSOCIATION OF SCHOOL BOARDS BYLAWS

Article I – NAME

The name of this organization shall be the “North Texas Area Association of School Boards.”

Article II – OBJECTIVES

The objectives of this Association are:

- a. To enhance the competency of members to make better decisions for our students and staff.
- ~~a-b.~~ To provide for closer cooperation among all school boards of the North Texas Area.
- ~~b-c.~~ To present programs that share information among member districts – the methods, practices, and procedures in schools thought best to suit our educational needs and to inform and update members on innovation and opportunities in education.
- ~~c-d.~~ To cooperate with the State Legislature in the enactment of public school laws beneficial to schools, children and citizens of the area. To communicate with Legislators on current legislative issues concerning public education.
- ~~d-e.~~ To potentially provide continuing education credit for board members in attendance.

Commented [KH1]: Adding an objective about students and staff.

Article III – MEMBERSHIP

- a. Regular – traditional public school board trustees serving in Education Service Center Regions X and XI.
- b. Members of the Association are the school boards, not the individual trustees. Each school board may have as many current trustees at meetings as they choose.
- c. Membership is made up of traditional public schools, not charter schools.
- d. Superintendents of schools and/or their designees – shall be allowed to attend all meetings of the Association, but shall have no right to vote within the Association. Such individuals may, upon approval of the Board of Directors, present communications to the Association.
- e. Honorary – The Board of Directors may, by resolution, elect honorary members of the Association, who shall pay no dues and shall not vote. Honorary members shall have all the privileges of regular membership except the right to vote and hold office, a directorship, or committee membership.

Article IV – MEMBERSHIP DUES

- a. Membership dues shall be based on the number of pupils as reported to the Texas Education Agency for the preceding school year. Member Boards shall pay dues for each fiscal year (Article XI) as follows:

Enrollment Amount
0 to 1,999 \$ 50.00
2,000 to 9,999 100.00
10,000 and above 150.00

- b. Membership dues are payable during the first quarter of the fiscal year. Member boards whose dues remain unpaid at the time of the spring meeting shall not be qualified to vote. Payment of dues shall be made to the Treasurer.
- c. Dues are waived for Honorary members.

Article V – BOARD OF DIRECTORS

- a. The Board of Directors shall provide for the management and administration of the Association.
- b. The Board of Directors, consists of:
 - four officers of the Association
 - Immediate Past President
 - up to ten Directors at large elected by the Association
- c. If there is no Immediate Past President, then eleven Directors at large would be elected by the Association.
- d. No two members shall be elected from the same district.
- e. Each member of the Board of Directors must be a duly elected member of his/her local school board.
- f. Any vacancies occurring on the Board of Directors between election meetings of the Association shall be filled by the Board of Directors and the officers for the unexpired term.
- g. Anyone may be removed by the Board of Directors whenever, in its sole judgment, the best interests of the Association would be served thereby.
- h. Each Board of Director shall have the right to resign at any time upon written notice delivered to the President.
- i. The duties of the Board of Directors shall be:
 - To adopt an annual budget at its regular spring meeting each year.
 - To decide the general policies of the organization.
 - To present at the spring meeting a full and complete report of the activities of the Association for the preceding year.
 - To request suggestions from the membership as to the type of programs desired and shall arrange such programs accordingly.
- j. A majority of the Board of Directors shall constitute a quorum.

SECTION 1. COMPOSITION

To help ensure the Association is suited to serve and attract diverse districts, and to enhance the quality of education for our students, the goal for the makeup of the Board of Directors is to have a similar representation of by 2026 as:

- a. the ethnicity and gender as the students in Regions X and XI
- b. the size of districts in Regions X and XI

SECTION 2. OFFICERS

- a. The officers of this Association shall be a President, Vice-President, Secretary and Treasurer.
- b. All officers shall be elected for a period of two years and shall not be eligible for reelection to the same office for a period of two years.
- c. No officer shall be succeeded by a similar officer from the same local board.
- d. Each officer and member of the Board of Directors must be a duly elected member of his/her local school board.

Commented [KH2]: Adding a section to try to create a diverse BOD.

- e. Vacancies in any office shall be filled for the unexpired term by appointment by the officers and Board of Directors. This timeframe is not included in the two year term limit.

SECTION 3. OFFICER DUTIES

The duties of the officers shall be those usually pertaining to such offices, including but not limited to:

- a. President
 - i. Presides over all meetings of the Board of Directors and the Association.
 - ii. Prepares the Board of Directors agenda and regular meeting agenda for each meeting, sends out the agendas and the Treasurer's reports prior to the meeting.
 - iii. Coordinates and presides over the annual Board of Directors planning meeting.
 - iv. Represents the Association at Regional Association meetings and at the NSBA Advocacy Institute or designates a representative to attend.
 - v. Prepares and sends out thank-you letters which include invoice information to sponsors.
 - vi. May appoint, with the approval of the Board of Directors, a trustee from a local board who is a member of the Association to help with specific aspects of Association work, such as the newsletter or social media/website. Such appointees may report to the President or Board of Directors as needed, but they are not members of the Board of Directors.
 - vii. Special committees may be appointed by the President. Each committee shall consist of three or more members, at the discretion of the President.
- b. Vice-President
 - i. Presides over meetings of the Board of Directors and the Association in the absence of the President.
 - ii. Coordinates meeting site details with the hosting district unless individuals have been assigned this duty at the planning meeting.
 - iii. Keeps a record of attendance at each Area Association meeting by preparing sign-in sheets for each meeting.
 - iv. Communicates with TASB to issue continuing education credits.
- c. Secretary
 - i. Records minutes.
 - ii. Sends correspondence as directed by the President.
- d. Treasurer
 - i. Bills and collects membership dues.
 - ii. Records names of member school districts and posts a list on the website.
 - iii. Prepares an annual budget for presentation at the annual planning meeting.
 - iv. Sends the President updated budget spreadsheets with current Treasurers report prior to the Board of Directors meetings.
 - v. Completes a new W-9 annually to be sent to each district.
 - vi. Pays for CNA Surety Bond.
 - vii. At least two members of the Board of Directors are signers on the bank account.

SECTION 4. ELECTION OF OFFICERS

- a. The election of officers is voted on by the Board of Directors, on or by the first regular meeting of the year.
- b. Nomination Committee

- i. The President shall name a Nominating Committee by the regular second meeting. The second meeting of the year has historically been held in November.
 - ii. The Nominating Committee shall consist of at least three people from different school boards. One officer and one Board of Directors member may be asked to serve on this committee. They shall elect their own chairperson.
 - iii. The Nominating Committee shall file with the Secretary a list of its nominations for officers and the school districts proposed for the Board of Directors not less than thirty days before the date set for the spring meeting.
 - iv. The Nominating Committee shall make every effort to balance according to SECTION 1. COMPOSITION.
- C. Additional nominations may be made by any four members of the Association (four school districts) and filed with the chairperson of the Nominating Committee at least fifteen days before the election meeting.

Article VI – MEETINGS

- a. Expenses in connection with luncheon and dinner meetings of the Association can be at the expense of the Association or be borne on a participating pro rata share basis. The choice is made by the Board of Directors. Sponsorships may cover the cost of the meals.
- b. At all meetings of the Association or any committee thereof, *Robert's Rules of Order* shall be the parliamentary authority.
- c. Guests invited to attend meetings are at the discretion of the board of directors. Guests are not voting members. Guests are responsible for any incurred cost associated with their attendance.

SECTION 1. THE ASSOCIATION

- a. The Association shall meet four times per school year. The date of each meeting shall be determined annually by the Board of Directors.
- b. Fifteen days' notice of the date, time, place, and program of the meeting shall be given members.
- c. Special meetings may be called by the President with the concurrence of the Board of Directors, at such times and places as the President and Board of Directors may designate.
- d. NTAASB Educational Partners shall be recognized at all meetings in accordance with the sponsorship matrix in Appendix B.

SECTION 2. THE BOARD OF DIRECTORS

- a. The Board of Directors shall meet upon call of the President, including special meetings.
- b. The President and the Board of Directors will decide on the date, time, and location of the summer planning meeting at the last meeting of the school year. The Board of Directors will collaborate and decide a list of programs, meetings dates, and locations for the next school year.

Article VII – VOTING

- a. Representatives from each school board attending shall have the right of discussion but each Member school board shall be entitled to one vote only. The representatives of the school boards attending shall determine their method of casting their district's vote.
- b. The Association votes on the following at regularly spring scheduled meeting each year:
 - a. Adopt an annual budget.
 - b. Elects the open positions of the Board of Directors.

- c. A quorum at any meeting of the Association shall consist of representatives of 25 percent of the member boards.
- d. Any questions, except that of the election of officers and amendments to bylaws, may be submitted by the President and Board of Directors to the member districts and the votes thereon may be taken by Email. The majority of the votes received on any question shall determine that question.

Article VIII – FISCAL YEAR

The fiscal year shall be August 1 – July 31.

Article IX – FINANCIAL REPORT

The Board of Directors shall present a tentative financial Budget at each spring meeting of the Association for approval.

Article X – AMENDMENTS

These bylaws may be amended at any regular meeting of the Association provided thirty days' notice of the proposed amendments has been given to the members. A two-thirds vote of the voting members present is required to amend these bylaws.

Appendix A

Commented [KH3]: Adding appendices to provide more info

NTAASB Action Calendar

<u>Month</u>	<u>Description</u>	<u>Party</u>
<u>Association shall meet four times per school year</u>	<u>Date shall be determined annually (typically September, November, February, April)</u>	<u>Board of Directors</u>
<u>Summer</u>	<u>Annual Board of Directors planning meeting</u>	<u>Board of Directors</u>
<u>First regular meeting of the year</u>	<u>Election of officers is voted on by the Board of Directors</u>	<u>Board of Directors</u>
<u>Second meeting of the year</u>	<u>Name a Nominating Committee by the regular second meeting</u>	<u>President</u>
<u>first quarter of the fiscal year</u>	<u>Membership dues are payable</u>	<u>Members</u>
<u>fifteen days before the election meeting</u>	<u>Additional nominations for Board of Director elections may be made by any four members and filed with the chairperson of the Nominating Committee</u>	<u>four school districts</u>
<u>thirty days before the date set for the spring meeting</u>	<u>The Nominating Committee shall file with the Secretary a list of its nominations for officers and the school districts proposed for the Board of Directors not less than thirty days before the date set for the spring meeting.</u>	<u>Nominating Committee</u>
	<u>These bylaws may be amended at any regular meeting of the Association provided thirty days' notice of the proposed amendments has been given to the members. A two-thirds vote of the voting members present is required to amend these bylaws.</u>	<u>Board of Directors</u>
<u>regular spring meeting</u>	<u>Adopt an annual budget Fiscal year run August 1 – July 31</u>	<u>Members</u>
	<u>Elects the open positions of the Board of Directors.</u>	<u>Members</u>
	<u>Present at the spring meeting a full and complete report of the activities of the Association for the preceding year.</u>	<u>Directors</u>

Appendix B

Sponsorship Matrix

All Levels

- Company name and logo in NTAASB newsletter
- Company name and logo on NTAASB website
- Attendance to all 4 regional meetings
- Company name and logo on entryway marquee at all 4 regional meetings
- Company name and logo on NTAASB banner
- Display, exhibit, and provide company materials and promotional items at all 4 regional meetings

PLATINUM Level - \$2000

- Opportunity to conduct a 2-3 minute presentation of company and products at all 4 regional meetings
- Opportunity to display, exhibit, and provide company materials and promotional items at both TASB Grassroots meetings
- Attendance to the TASB Grassroots meetings in Region 10 & 11
- Reserved seating at the head table at all 4 regional meetings
- Reserved seating at the 2 TASB Grassroots meetings
- Attendance to the NTAASB Breakfast reception at the TASA/TASB Conference in Austin.
- Opportunity to conduct a 2-3 minute presentation of company and products at the NTAASB Breakfast reception at the TASA/TASB Conference in Austin.
- Display, exhibit, and provide company materials and promotional items at the NTAASB Breakfast reception at the TASA/TASB Conference in Austin

GOLD Level - \$1500

- Opportunity to conduct a 2-3 minute presentation of company and products at all 4 regional meetings
- Opportunity to display, exhibit, and provide company materials and promotional items at TASB Grassroots meetings in Region 10 & 11
- Attendance to the TASB Grassroots meetings in Region 10 & 11
- Reserved seating at the head table at all 4 regional meetings
- Reserved seating at the 2 TASB Grassroots meetings

SILVER Level- \$1000

- Opportunity to display, exhibit, and provide company materials and promotional items at TASB Grassroots meetings in Region 10 & 11

BRONZE LEVEL - \$500

- Limited to the items included under the "All Levels" above.