

**CONSTITUTION/BYLAWS
OF THE
SAN LUIS OBISPO COUNTY SCHOOL BOARDS ASSOCIATION**

ARTICLE I.
Name and Object

SECTION ONE. Name. The name of this Association shall be the San Luis Obispo County School Boards Association.

SECTION TWO. Object. The objects and purposes of this Association shall be to preserve, advance, and improve the public school; to encourage and cooperate with all persons and associations whose purposes include the betterment of educational opportunities in San Luis Obispo County; to promote the enactment of legislation for the improvement of education; to oppose legislation considered detrimental to school systems; to promote and advance public education through other means as far as is reasonably possible. The committee may take formal votes that articulate its position on legislation, bond measures, or local ordinances that affect education in San Luis Obispo County. Such positions may be communicated to any appropriate persons or entities including legislators, boards, committees, associations, and the press. Votes cast by members of the committee represent the views of the individual members, not the views of the board that appointed the member.

ARTICLE II.
Membership and Dues

SECTION ONE. Membership. The governing board of any San Luis Obispo County school district and the Board of Education of San Luis Obispo County may establish membership in this Association upon payment of dues, and shall remain in active membership until such board requests termination thereof. All persons who are members of governing boards that hold active membership in this Association shall be considered to be members of the Association.

SECTION TWO. Dues. Annual membership dues for each governing board shall be determined by the Executive Committee of the San Luis Obispo County School Boards Association and that amount shall be proportional to the number of Board member positions constituting each local board. The membership year shall be the school fiscal year, and dues shall be payable on July 1 of each such year. Dues shall become delinquent thereafter. Membership shall be terminated if dues are not paid by October 1.

SECTION THREE. Eligibility List. The official list of public school districts of San Luis Obispo County, as compiled by the County Superintendent of Schools, shall govern eligibility to membership in this Association. A representative from each existing board in the County shall be extended an invitation to each meeting of the Executive Board. Should the district representative be unable to attend, the invitation may be extended to his/her designee who may exercise the voting power.

SECTION FOUR. Voting. Each member district represented at any annual or other general meeting of the Association shall be entitled to only one vote. The vote shall be cast by the district representative to the County School Boards Association, or by his/her designee, who is an Association member.

ARTICLE III.
Officers and Terms

SECTION ONE. Officers. The officers of this Association shall be a President, a President-Elect, a Vice President, a Recording/Corresponding Secretary, a Treasurer, and the Immediate Past President.

SECTION TWO. Advisory Committee. An Advisory Committee may be appointed at the discretion of the President.

SECTION THREE. Eligibility for Holding Office. No person shall be eligible to hold any office specified in Section One or Section Two of this Article unless such person is a member of this Association.

SECTION FOUR. Term of Office. The term of office for each position named in Section One of this Article shall be one year, with a maximum of three consecutive terms for any office holder. These term limits do not apply to the Recording/Corresponding Secretary.

ARTICLE IV.
Elections

SECTION ONE. Offices Subject to Election. Offices to be filled by election shall be those named in Section One of Article III of this Constitution/Bylaws, except for the office of President, which shall be filled by succession of the President-Elect, and except for the Immediate Past President.

SECTION TWO. Nominating Committee. The President shall appoint a Nominating Committee of three (3) members at least thirty (30) days prior to the Annual Spring Meeting of the Association in each election year.

SECTION THREE. Duties of Nominating Committee. The Nominating Committee shall place in nomination a panel of candidates for the elective offices of the Association named in Section One of Article IV at the Spring Executive Board meeting.

The Nominating Committee shall present to the District Representatives the nominated panel for their review and comment by mail or e-mail at least seven (7) days prior to the Annual Spring Association Meeting.

SECTION FOUR. Nominations from the Floor. Nominations in addition to those offered by the Nominating Committee may be made by any member of the Executive Board at the time of the election.

SECTION FIVE. Time of Election. The Executive Board will conduct an election of officers at a special meeting held the same evening as the Annual Spring Meeting.

SECTION SIX. Effective Date of Election. Terms of office shall take effect following the Annual Spring Meeting of the Association, and each officer shall serve until his successor is properly elected and qualified.

ARTICLE V.
Duties of Officers

SECTION ONE. Duties of the President. The President shall:

- a. Preside over all regular and special meetings of the Association;
- b. Call and preside over all regular and special meetings of the Executive Board;
- c. Appoint all committees, unless otherwise ordered by the Executive Board or by the membership of the Association meeting in regular or special session;
- d. Cast the deciding vote in any case of a tie vote;
- e. Perform such other duties as properly pertain to the functions of the office.

SECTION TWO. Duties of the President-Elect. The President-Elect shall:

- a. Assume and perform the duties of the President in the event of the absence or inability of the President to perform such duties;
- b. Serve as Legislative Chairman for the Association;
- c. Automatically assume the Presidency upon retirement/resignation of the President.

SECTION THREE. Duties of the Vice President. The Vice President shall:

- a. Assume the duties of the President-Elect in the event of his/her absence or inability to perform such duties;
- b. Serve as Program Chairman for the Association.

SECTION FOUR. Duties of the Immediate Past President. The Immediate Past President shall:

- a. Attend all Executive Board meetings;
- b. Serve as advisor to the President;
- c. Complete those activities started but not completed during his/her term of office.

SECTION FIVE. Duties of the Recording/Corresponding Secretary. The County Superintendent of Schools shall serve as the Recording/Corresponding Secretary. The Recording/Corresponding Secretary shall keep the necessary minutes and records of all meetings of the Association and of the Executive Board and shall handle all correspondence on behalf of the Association and Executive Board.

SECTION SIX. Duties of the Treasurer. The Treasurer shall:

- a. Receive and deposit all dues and other funds paid to the Association;
- b. Maintain the financial records of the Association;
- c. Disburse funds of the Association upon the direction of the Executive Board, under the co-signature of the President and the Treasurer;
- d. Prepare and recommend an annual budget for the Association, which shall be presented to the Executive Board at the first meeting for the fiscal year for which the budget is designed;
- e. Pay authorized expenses for travel for members of Executive Board. Collect and file receipts for expenditures. Mileage allowance shall be equal to that allowed by the County Office of Education;
- f. Mail by May 15th to each governing board in San Luis Obispo County, notification of annual Association dues for the next fiscal year.

ARTICLE VI.
Executive Board

SECTION ONE. Membership. There shall be an Executive Board of the Association consisting of: The President, the President-Elect, the Vice President, the Immediate Past President, the County Superintendent of Schools as Recording/Corresponding Secretary, the Treasurer, a representative appointed by the County

Board of Education, a representative appointed by the Community College, a representative appointed by each existing member Board in the County.

SECTION TWO. Duties. It shall be the responsibility of the Executive Board to conduct the normal business of the Association and to represent and act in behalf of the Association in all matters requiring attention between regular meetings of the Association, including the appointment of a new officer in the event a vacancy should occur.

SECTION THREE. Meetings. The Executive Board shall meet at least twice yearly, prior to the annual spring and fall Association meetings, and, in addition, at the call of the President when meetings are deemed necessary for the purpose of planning Association meetings or other activities or transacting other Association business.

ARTICLE VII.

Meetings

SECTION ONE. Annual Fall Meeting. The annual fall meeting of the Association shall be held at the same time and place as the annual County Trustees' meeting called by the County Superintendent of Schools or, if the Superintendent does not call such a meeting, at a time and place, between October 1 and December 1, designated by the President of the Association.

SECTION TWO. Annual Spring Meeting. The annual spring meeting at which there shall be the installation of officers of the Association, shall be held at a time and place designated and announced by the President of the Association.

SECTION THREE. Special Meetings. Special meetings of the Association may be held at any time during the year as determined by the Executive Board.

SECTION FOUR. Quorum. Members of the Association present shall constitute a quorum for regular and special meetings of the membership. Five (5) members of the Executive Board shall constitute a quorum for meetings of the Executive Board.

ARTICLE VIII.

Order of Business and Rules of Order

SECTION ONE. Order of Business. The order of business in Association and Executive Board meetings may be as follows:

- a. Reading of minutes
- b. Report of officers
- c. Report of committees
- d. Unfinished business
- e. New business
- f. Reports or questions from districts

SECTION TWO. Rules of Order. Roberts' Rules of Order shall govern the parliamentary procedure of the Association and of the Executive Board.

ARTICLE IX.

Amendments

SECTION ONE. Proposal of Amendments. Any proposed amendment to this Constitution/Bylaws shall be

submitted in writing to the Recording/Corresponding Secretary of the Association at least ten (10) days prior to the date of the Executive Board meeting at which the proposed action is to be taken.

SECTION TWO. Action on Amendments. Any amendment to this Constitution/Bylaws may be enacted by a super-majority 2/3 vote of the Executive Board attending any annual or other regularly called special meeting subsequent to the actions required in Section One of this Article.

ARTICLE X.
State Association Affiliation

SECTION ONE. Affiliation with State Association. The San Luis Obispo County School Boards Association shall be a county unit of the California School Boards Association.

SECTION TWO. Nomination for County Delegate Assembly may include the Association President, but is not limited to Association President. (To coincide with bylaws of California School Boards Association.)

ARTICLE XI.
(Amendment)

SECTION ONE. Nonprofit Status. The San Luis Obispo County School Boards Association is organized for nonprofit purposes and the individual members will not derive profit there from.

ARTICLE XII.
(Amendment)

SECTION ONE. The Dedication/Dissolution Clause. The property of the organization is irrevocably dedicated to social welfare purposes and no part of the net income or assets of this organization shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private persons.

Upon the dissolution of the organization, its assets remaining after payment, or provision for payment, of all debts and liabilities of this organization shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for social welfare purposes and which has established its tax exempt status under Section 501(c)(4) of the Internal Revenue Code.

Constitution/Bylaws of the San Luis Obispo County School Boards Association

Adopted: November 1, 1954
Amended: May 16, 1955
November 3, 1955
April 14, 1958
November 7, 1960
April 6, 1970
October 19, 1973
April 3, 1975
April 26, 1978

October 29, 1980
April 26, 1984
April 18, 1985
April 21, 1988
April 18, 2002

The amendments to the Constitution/Bylaws were voted on at the Annual Spring Dinner Meeting on April 18, 2002.

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