

CONSTITUTION OF SOUTH DAKOTA SCHOOL SUPERINTENDENTS ASSOCIATION

(Adopted at the SDSSA Annual Meeting on July 16, 2019)

PREAMBLE

The school superintendency is a position which is unique by its very nature. It is a position of educational leadership, and one of public trust, which requires knowledgeable individuals of high character, strong conviction, and professional involvement. Educational leadership, originating in a local school district, knows no bounds. Its scope pervades broad areas of human concern including state, national, and world issues. In order to fulfill the responsibilities of this position, it is incumbent upon the practitioners to continuously upgrade their leadership skills, professional knowledge, and management abilities. As a professional society, the South Dakota School Superintendents Association will assist in this effort. Through the sharing of information, exchange of ideas, and by addressing the needs and concerns of its members, the Association will assist in providing a quality education for all South Dakota citizens.

ARTICLE I - Name

- Section 1. The name of this organization shall be the South Dakota School Superintendents Association, a department of the School Administrators of South Dakota and an affiliate of the American Association of School Administrators.

ARTICLE II - Purposes

- Section 1. The purpose of this association shall be to promote:
- a. Continuous improvement of public education
 - b. Research on public school and professional problems
 - c. Protection and advancement of the professional interests of administrators of public education
 - d. Professional spirit and growth of its members

ARTICLE III - Membership

- Section 1. Membership shall consist of the following classifications:
- a. Active members
 - b. Associate members
 - c. Associate service members
 - d. Honorary members
- Section 2. Active Members: Shall include those school superintendents who are directly responsible to a Board of Education. Membership shall become effective upon payment of the yearly dues.
- Section 3. Associate Members: Shall consist of individuals, other than school superintendents, who are engaged in or interested in education of school administration. Membership shall become effective upon payment of the yearly dues. Associate members shall not have the right to vote or hold any office of the Association.

- Section 4. Associate Service Members: Shall include individuals, businesses, and corporations, and others engaged in commercial ventures related to the education profession, or who have an abiding interest in supporting educational leadership in South Dakota.
- Section 5. Honorary Members: Shall include the following individuals who will be eligible for a lifetime membership or a membership during a specific term in public office, without payment of yearly dues:
- a. The Governor of the State of South Dakota.
 - b. Persons who have been active or associate members of this Association upon their retirement.
 - c. Persons who have made an exceptional contribution to public education – nominations for this classification of membership shall be made by an active member or associate member and shall be approved by a majority of the Executive Committee.

ARTICLE IV - Organization

- Section 1. The responsibility for governance of the SDSSA shall be invested in an Executive Committee composed of the officers and representatives elected from the active membership.
- Section 2. Officers: Officers of the Association shall be a president, president-elect, past president, secretary, and treasurer.
- Section 3. Terms: The terms of the president, president-elect, and past-president shall be for a period of one (1) year and shall commence at the conclusion of the annual meeting. The office of secretary and treasurer will be for three (3) years, and may be re-elected to additional terms.
- Section 4. Election of Officers: The offices of the president-elect, treasurer, and secretary shall be filled by a vote of the membership at each annual meeting. The office of the president shall be filled through automatic advancement of the previous year's president-elect.
- Section 5. Executive Committee Membership: The Executive Committee shall consist of the president, president-elect, past president, secretary, and treasurer. In addition, one (1) active SDSSA member shall be elected to represent each of the regional districts.
- Section 6. Terms: The officers of the SDSSA shall serve as members of the Executive Committee coterminous with their term in office. Regional district members shall serve a term of three (3) years. Committee members appointed to complete unexpired terms shall serve until the end of the term to which appointed.
- Section 7. Executive Committee Elections: The Executive Committee member for each regional district shall be elected by a vote of the SDSSA members residing in that regional district. This election shall take place at a meeting of the regional districts to be held at the annual meeting.

- Section 8. Voting: Each Executive Committee member shall have one (1) vote in the transaction of any SDSSA business at regular or special meetings.
- Section 9. Fiscal Year: The fiscal year of the organization shall be July 1-June 30.
- Section 10. Replacement: In the event an office of the SDSSA Executive Committee becomes vacant during the fiscal year, the Executive Committee may appoint someone to fill the position until the next annual meeting.

ARTICLE V - Amendments

- Section 1. All proposed amendments to this constitution shall be submitted in writing to the secretary prior to June 1 and shall be accompanied by the signatures of ten (10) active members. The secretary shall forward a copy of each such amendment to every member of the Executive Committee and shall submit such proposed amendments to a vote of the general membership at the next annual meeting. A majority of the votes cast at the annual meeting is required for the ratification of the proposed amendments.

ARTICLE VI - Meetings

- Section 1. Annual Meeting: The annual meeting of the SDSSA shall be held during the summer on a date to be determined by the Executive Committee.
- Section 2. Executive Committee Meetings: Executive Committee meetings shall be called by the president, as necessary, to conduct and transact the business of the Association. Executive Committee meetings will also be scheduled by the president upon request by a majority of the Committee members.

BY-LAWS

ARTICLE I - Rules of Procedure

- Section 1. Robert's Rules of Order shall be followed in all meetings of the Association.

ARTICLE II - Duties of the Officers

- Section 1. President: The president shall preside at all meetings of the Association, serve as chairman of the Executive Committee, and with the other officers, conduct the business of the organization.
- Section 2. President-Elect: The president-elect shall exercise all the functions of the president in his/her absence. He/She shall assume the presidency if the president is no longer in a position qualifying him/her to hold the office.
- Section 3. Past President: Upon completion of his/her term as president, the past president shall act as an advisor to the current president and Executive Committee for a period

of one (1) year.

- Section 4. Secretary: The secretary shall attend all meetings of the Association. He/she shall:
- a. Keep a full and accurate transcript of the proceedings and transactions of all meetings.
 - b. Keep a complete file of official correspondence.
 - c. Prepare amendments, agendas, and other printed materials to conduct the annual meeting.
 - d. Prepare and deliver an annual report to the general membership at each annual meeting.
- Section 5. Treasurer: The treasurer shall attend all meetings of the Association. He/She shall:
- a. Conduct all Association business as directed by the Executive Committee.
 - b. Keep a complete and accurate record of all financial transactions.
 - c. Prepare and deliver an annual treasurer's report to the general membership at each annual meeting.
- Section 6. Webmaster: The Webmaster position will be appointed by the Executive Committee each year at the July board meeting. He/She shall:
- a. Manage and update on a regular basis the SDSSA website:
<http://www.sasd.org/sdssa/Index.htm>.
 - b. Post pertinent information on the website for SDSSA membership and will receive guidance from the SDSSA Executive Board and officers.

ARTICLE III - Executive Committee

- Section 1. Quorum: A majority of the Executive Committee shall constitute a quorum for the transaction of Association business.
- Section 2. Vacancies: Vacancies on the Executive Committee shall be filled by the Executive Committee.
- Section 3. Minutes: Minutes of the Executive Committee meetings shall be mailed to each Executive Committee member within fifteen (15) days following the meeting.
- Section 4. The president shall conduct the business of the Executive Committee between meetings and shall speak for the Organization.

ARTICLE IV - Income and Expenditures

- Section 1. Dues: Annual dues for active and associate members shall be set by the Executive Committee and voted on by the membership at the annual convention. Dues may be adjusted by a majority vote of the members in attendance at the annual meeting for the following fiscal year.

ARTICLE V - Committees

- Section 1. Standing Committees: Standing Committees shall be appointed by the president

with approval by the Executive Committee.

Section 2. Ad Hoc Committees: Ad Hoc Committees shall be appointed for a specific period and duty by the president.

ARTICLE VI - Organizational Relationships

Section 1. American Association of School Administrators: The SDSSA shall maintain an affiliation with the AASA. Members of SDSSA are urged to become and maintain a membership in good standing with the AASA.

Section 2. School Administrators of South Dakota: As a parent organization, the SDSSA shall be an active and participating member of SASD. SDSSA members will be encouraged to maintain a membership in good standing with SASD.

Section 3. SASD Representation: The SDSSA Executive Committee shall appoint the representatives of SDSSA to the SASD Executive Committee.

- a. The SDSSA Executive Committee will appoint two at-large SDSSA members to serve on the SASD Executive Committee.
- b. The appointment will be for a three (3) year term.
- c. The appointed members may serve no more than two (2) successive, three (3) year terms.
- d. Whenever a three (3) year term expires, all active members of SDSSA who are interested in this appointment must submit their name to the SDSSA secretary by March 1.
- e. The appointed members will also serve as a non-voting member of the SDSSA Executive Committee.

ARTICLE VII - Awards

Section 1. Outstanding School Superintendent Award: Yearly, the SDSSA Executive Committee shall select one of its members as the Outstanding South Dakota School Superintendent for that previous year. The award shall be in the form of a suitably engraved plaque which shall remain the property of the person so chosen to receive the award.

- a. Selection Criteria: Appendix A

Section 2. Distinguished Service Award: The SDSSA Executive Committee has instituted a Distinguished Service Award to honor retired or retiring superintendents who have exhibited exemplary leadership ability and who have enhanced the school Superintendency in South Dakota. The award shall be in the form of a suitably engraved plaque which shall remain the property of the person so chosen to receive the award.

- a. Selection Criteria: Appendix B

Section 3 Innovator Award: The SDSSA Executive Board has instituted an “Innovator of the Year” Award to honor a superintendent who has exhibited exemplary leadership ability in creating new programs or concepts that have a positive impact on staff development,

recruitment, or retention; or creating new programming that directly impacts student learning, student achievement, or student educational experiences.

a. Selection Criteria: Appendix B

Section 4 Rookie of the Year Award: The SDSSA Executive Board has instituted an “Rookie of the Year” Award to honor a superintendent in their first three years in the profession who has exhibited exemplary leadership ability in making a difference in their school district through new programs or concepts that have a positive impact on the dynamics of the district.

a. Selection Criteria: Appendix B

Section 5 Community Leader of the Year Award: The SDSSA Executive Board has instituted an “Community Leader” Award to honor a superintendent who has made an investment in his/her community above and beyond the scope of the school district responsibilities.

a. Selection Criteria: Appendix B

ARTICLE VIII - Regional Districts

Section 1. A system of regional districts shall be devised for purposes of Executive Committee representation.

Section 2. SDSSA Executive Committee members are encouraged to attend area SDSSA meetings held within their regions and communicate activities of the executive board and officers to the membership of SDSSA.

a. Region Assignment: Appendix C

ARTICLE IX - Revision of By-Laws

Section 1. All proposed revisions of the By-Laws of the Association shall be subject to the procedure as outlined for amendments to the constitution, Article V, Section 1.

ARTICLE X - Legal Services Fund (AASA, 1997)

Section 1. The AASA will contribute monies to help fund a legal service fund for active members. A Standing Committee will be appointed by the Executive Committee and that Standing Committee will draw up the guidelines and procedures to access the funds.

a. Access Guidelines: Appendix D

ARTICLE XI - Surveys

Section 1. The SDSSA Executive Committee recognizes the importance of conducting surveys to gain valuable information that will provide educational leaders with people’s attitudes and perceptions concerning educational issues in South Dakota. Individuals or groups that request SDSSA sanction or to provide financial support for a survey

must conform to the guidelines.

- a. Survey Guidelines: Appendix E

ARTICLE XII – Forrest Connors Loan

Section 1. SDSSA will provide three (3) \$1500.00 loans for members interested in furthering their education in the field of educational administration.

- a. Application and Guidelines: Appendix F

ARTICLE XIII – National Leadership Opportunities

Section 1. Federal and State Relations Coordinator: The SDSSA Executive Committee will appoint the position of the Federal and State Relations Coordinator. The coordinator must be an active member of AASA. This is a three (3) year term and the Executive Committee will select the coordinator at their April board meeting. The coordinator is expected to attend the Legislative Advocacy Conference with the president of SDSSA. In the event the coordinator or the president are unable to attend the conference, the Executive Committee reserves the right to appoint attendees.

- a. Coordinator Responsibilities: Appendix G

Section 2. AASA Governing Board Representatives and AASA Executive Committee: Two (2) representatives will be elected to represent SDSSA on the AASA Governing Board. The representatives must be active members in both SDSSA and AASA. The representatives will be elected from the general membership, and may serve no more than two (2) successive three (3) terms. Once elected to the AASA Governing Board, these representatives may seek a position on the AASA Executive Committee.

- a. Representative Responsibilities: Appendix H

ARTICLE XIV – National Conference Attendance

Section 1. National Conference on Education: The AASA Governing Board representatives (2) and/or AASA Executive Committee member; the SDSSA President; President-elect; Secretary; Treasurer; and the SDSSA Superintendent of the Year (SOY)—who must be members of SDSSA and AASA shall be authorized to attend the AASA Annual National Conference on Education with the following expenses (with receipt) being paid by SDSSA:

- a. Conference registration (early bird)
- b. Round trip airfare and baggage charge (for one suitcase)
- c. Hotel
- d. Mileage from home to airport and return (state rate)
- e. Airport parking fees
- f. Taxi and/or shuttle services from airport to hotel and return
- g. Meals at out-of-state rate as adopted by the state of South Dakota

Section 2. AASA Leadership Conference: The SDSSA President and President-elect shall attend the AASA Annual Leadership Conference. SDSSA will provide the same expenses as listed in Section 1.

Section 3. AASA Advocacy Conference: The Federal and State Relations Coordinator and the SDSSA President and President-elect shall attend the AASA Advocacy Conference. SDSSA will provide the same expenses as listed in Section 1.

APPENDIX A

Selection Criteria for Outstanding School Superintendent Award

1. Every member of the South Dakota School Superintendents Association shall be eligible for nomination.
2. Rating the nominations shall be based on the same criteria as stated in the nomination form for the national award.
3. Nominations and Applications may be submitted directly to the secretary of SDSSA or through a regional district committee of the SDSSA. All nominations shall be in writing and shall include the nominee's professional activities in the areas of criteria used for selection for the national award.
4. Nominations shall be in the hands of the secretary of SDSSA prior to March 1st of the year of the selection.
5. Executive board members who will be reviewing application will receive copies of completed application prior to the April board meeting to review and rank. The attached rating scale will be used when reviewing applications. Applications will be kept confidential.
6. The winner will be chosen by the Executive Board. Executive Board members who are nominated must exempt themselves from the selection process and they may not vote on any recommendations in this regard.
7. The Outstanding School Superintendent Award will be presented to the recipient during the annual summer conference each year.
8. The secretary of SDSSA shall forward the name of the award winner to the executive director of the School Administrators of South Dakota by July 1st.
 - b. The chosen superintendent is required to complete and submit the application for consideration for the National Award.
9. Applications will stay in the pool for three years. Candidates will be given an opportunity to update their application each year they are in the pool.

ARTICLE VII – Awards

OUTSTANDING SCHOOL SUPERINTENDENT AWARD

Basic Data Sheet

Name: _____ Home Phone Number: _____

Home Address: _____

Name and Address of School: _____

Years in Present Position: _____ Total Years in Education: _____

PROFESSIONAL PREPARATION

Dates

Institution and Location

PREVIOUS TEACHING/ADMINISTRATIVE EXPERIENCE

Dates

Position

Institution and Location

INSTRUCTIONS FOR SUBMITTING MATERIALS FOR THE OUTSTANDING SCHOOL SUPERINTENDENT AWARD

Typed materials, single spaced, are preferred. Neat handwriting is acceptable.
We ask that material assembled be placed into one packet or folder.

MATERIAL SHOULD BE ORGANIZED INTO THE FOLLOWING SECTIONS AND ORDER:

- A. Identification and Preliminary Information: We ask that you use the attached basic data sheet to give the Selection Committee the important facts which they need before reviewing the entire presentation.
- B. The following selection criteria (based on the AASA National Superintendent of the Year) will be used for all SD SOY applicants and will include the following:
 - 1. **Leadership for Learning**—creativity in successfully meeting the needs of students in his or her school system;
 - 2. **Communication**—strength in both personal and organizational communication;
 - 3. **Professionalism**—constant improvement of administrative knowledge and skills, while providing professional development opportunities and motivation to others on the education team; and
 - 4. **Community Involvement**—active participation in local community activities and an understanding of regional, national, and international issues.

PLEASE SEND YOUR PACKET TO:

Jennifer Lowery, Superintendent
Tea Area School District
131 N Poplar Ave
Tea, SD 57064

ALL PACKETS MUST ARRIVE ON OR BEFORE MARCH 1.

Appendix B Superintendent Awards Nomination Form

- Completed nomination form must be received by the secretary of SDSSA prior to March 1st of the year of the selection.
- Awards will follow the same procedure as listed in the Superintendent of the Year – Appendix A.

Choose an award category.

_____ **Distinguished Service Award:**

Is to honor retired or retiring superintendents who have exhibited exemplary leadership ability and who have enhanced the school Superintendency in South Dakota. The award shall be in the form of a suitably engraved plaque which shall remain the property of the person so chosen to receive the award.

_____ **Innovator Award:**

Is to honor a superintendent who has exhibited exemplary leadership ability in creating new programs or concepts that have a positive impact on staff development, recruitment, or retention; or creating new programming that directly impacts student learning, student achievement, or student educational experiences.

_____ **Rookie of the Year Award:**

Is to honor a superintendent in their first three years in the profession who has exhibited exemplary leadership ability in making a difference in their school district through new programs or concepts that have a positive impact on the dynamics of the district.

_____ **Community Leader of the Year Award:**

Is to honor a superintendent who has made an investment in his/her community above and beyond the scope of the school district responsibilities.

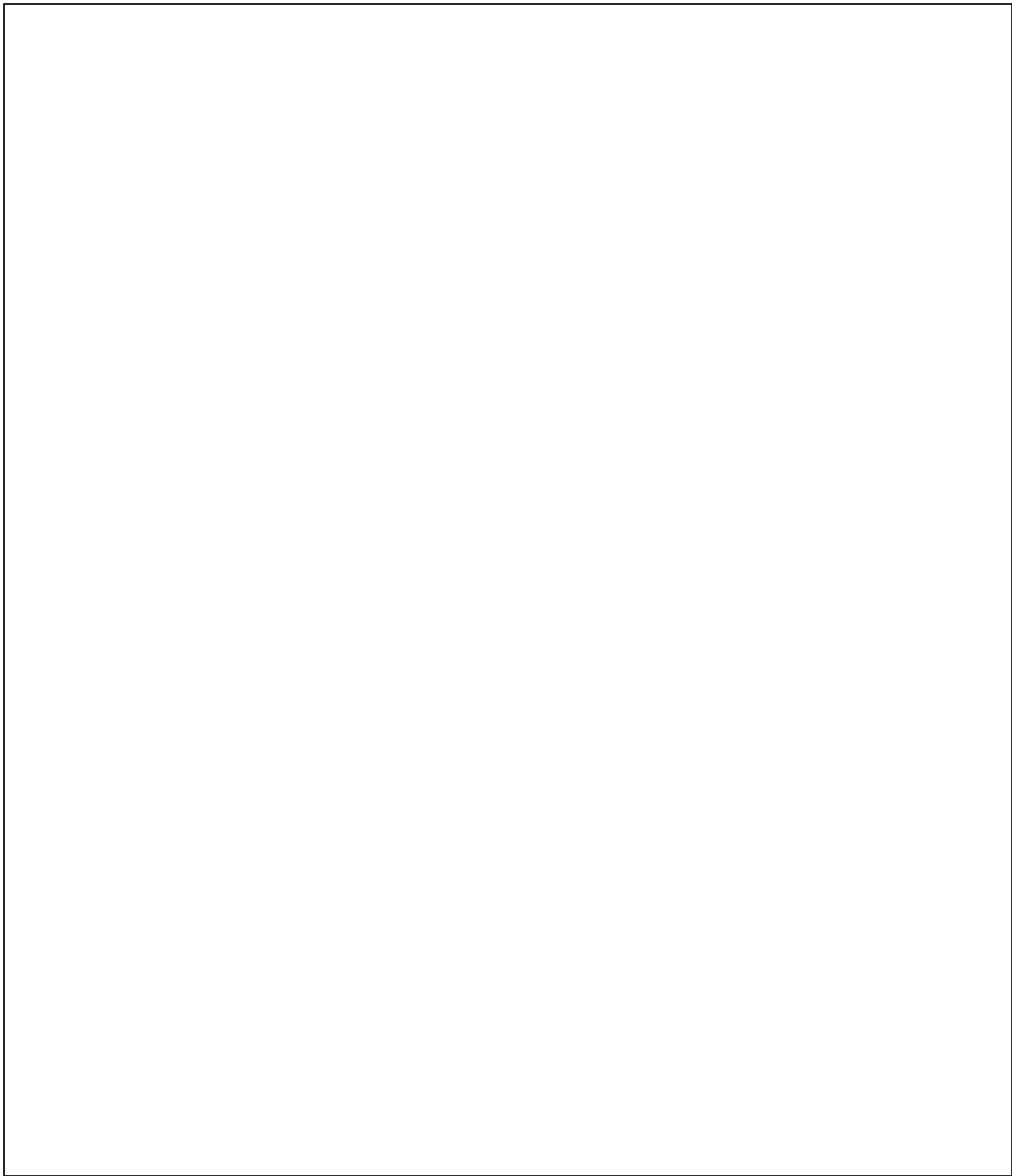
Nominated By:

School Site & District :	
Name:	
Title:	
Phone:	
Email:	

Nominee Information:

Name of Nominee	
District	
Phone:	
Email:	

Reason for nomination: *Please refer to the Selection Criteria Above.*



APPENDIX C

SDSSA Regions for Executive Committee Representation

REGION 1

Alcester-Hudson
Brandon Valley
Centerville
Dell Rapids
Freeman
Gayville-Volin
Lennox
Sioux Falls
Tea Area
Viborg-Hurley

Baltic
Canistota
Chester Area
Dell Rapids St. Mary
Freeman Academy
Harrisburg
Marion
Sioux Falls Christian
Tri-Valley
West Central

Beresford
Canton
Dakota Valley
Elk Point-Jefferson
Garretson
Irene-Wakonda
Parker
Sioux Falls O’Gorman
Vermillion

REGION 2

Andes Central
Bon Homme
Dakota Christian
Kimball
Mitchell
Mt. Vernon
Platte-Geddes
Tripp-Delmont
Yankton

Armour
Bridgewater-Emery
Ethan
McCook Central
Mitchell Christian
Parkston
Scotland
Wagner

Avon
Corsica
Hanson
Menno
Montrose
Plankinton
Stickney
White Lake

REGION 3

Agar-Blunt-Onida
Colome
Gettysburg
Jones County
Marty
Pierre Indian
Stanley County
White River

Burke
Crow Creek
Gregory
Lower Brule
Miller Area
South Central
Sunshine Bible
Winner

Chamberlain
Faulkton Area
Highmore-Harrold
Lyman
Pierre
St. Francis
Todd County

REGION 4

Belle Fourche
Crazy Horse
Dupree
Elk Mountain
Harding County
Kadoka
Little Wound
Newell
Rapid City
St. Thomas More
Takini

Bennett County
Custer
Eagle Butte
Faith
Hill City
Lead-Deadwood
Meade
Oelrichs
Rapid City Christian
Shannon County
Tiospaye Topa

Bison
Douglas
Edgemont
Haakon
Hot Springs
Lemmon
New Underwood
Pine Ridge
Red Cloud
Spearfish
Wall

REGION 5

Aberdeen
Edmunds Central
Groton Area
Ipswich
McLaughlin
Redfield
Smee

Bowdle
Eureka
Herried
Leola
Mobridge-Pollock
Roncalli
Timber Lake

Doland
Frederick Area
Hoven
McIntosh
Northwestern Area
Selby Area
Warner

REGION 6

Big Stone City
Clark
Grant-Deuel
Langford Area
Sisseton
Watertown
Webster

Britton-Hecla
Deuel
Hamlin
Milbank
Summit
Waubay
Willow Lake

Castlewood
Florence
Henry
Rosholt
Tiospa Zina
Waverly-South Shore
Wilmot

REGION 7

Arlington
DeSmet
Estelline
Hitchcock-Tulare
Iroquois
Madison Central
Sanborn Central
Wolsey-Wessington

Brookings
Deubrook
Flandreau
Howard
James Valley
Oldham-Ramona
Sioux Valley
Woonsocket

Colman-Egan
Elkton-Lake Benton
Flandreau Indian
Huron
Lake Preston
Rutland
Wessington Springs

APPENDIX D

Guidelines for the Use of AASA Legal Funds

The SDSSA has established a professional legal fund to assist members in litigation that affects their employment as a superintendent.

1. Applicants must be a member of SDSSA and a practicing superintendent the year of the preceding year of litigation.
2. Requests for professional legal fees are to be submitted to the SDSSA treasurer and forwarded to the Legal Fund Committee. The Committee will be comprised of the past president, president, and president-elect. If any member is not able to serve, the president will appoint someone from the Executive Committee.
3. Requests will be in letter form stating the facts and reasons for the documents to help the Committee reach a decision. A request from the attorney for the legal fees to date and an estimate of the legal fees to the date of the first hearing will be a part of the application. The legal fee approved by the Committee will be paid directly to the attorney.
4. No more than 75% of the legal fund may be disbursed in any single year.
5. Applicants are limited to \$500.00 per request per incident. Successful applications are limited to one (1) every five (5) years.

If you agree to the preceding rules and regulations, please sign, date, and return one copy to the president of SDSSA and one copy to the treasurer of SDSSA.

If approved and attorney fees are part of the decision, I promise to reimburse the SDSSA Legal Fund the amount advanced to my attorney.

Signature of Applicant

Date

Signature of SDSSA President

Date

Signature of SDSSA Treasurer

Date

APPENDIX E

Survey Guidelines

1. The sponsoring individuals or groups desiring to conduct a survey must submit a written draft of the instrument to the SDSSA Executive Committee for approval before conducting the survey.
2. The SDSSA Executive Committee's sanction will be given to surveys that fill a unique need in promoting the intent and purpose of SDSSA's constitution, namely:
 - a. Continuous improvement of public education.
 - b. Research on public, school, and professional problems.
 - c. Protection and advancement of the professional interests of administrators of public education.
 - d. Professional spirit and growth of SDSSA members.
3. The SDSSA Executive Committee, at their discretion, may provide financial support to an individual or group to conduct a sanctioned survey.

APPENDIX F

Forrest Connors Loan Use Guidelines

The SDSSA has established a loan fund in memory of former AASA Executive Secretary Forrest Connors to assist members in furthering their education.

The following Guidelines have been established:

1. Applicants must be members of SDSSA and a practicing superintendent.
2. Applicants must specify in their applications what program they are planning to take and how their studies will help them in their careers as a superintendent.
3. Successful applicants will be given a no interest loan of \$1,500.00, which must be paid back no later than three years after receipt of the loan or when the recipient is no longer a member of SDSSA and/or a practicing superintendent in South Dakota.
4. Applications are to be sent to the treasurer of SDSSA. Successful applicants will be issued a promissory note that will be signed and then a check will be issued after signing. The promissory note remaining balance will be due on June 1 (three (3) years later).
5. Following will be the timeline for repayment, by a minimum of \$500 per year: June 1, ____; June 1, ____; and June 1, ____.
6. Practicing superintendent can only have one loan out at a time. Therefore, a superintendent cannot reapply until the previous loan has been paid in full.
7. First-time applicants will be given priority over second-time, third-time, etc. applicants.

PROMISSORY NOTE

For value received, I promise to pay to the order of the SDSSA on or about June 1, _____, the remaining balance of one thousand, five hundred dollars (\$1,500.00) Forrest Connors Loan with no interest. I promise to pay the above sum on demand of SDSSA if I am no longer a member of SDSSA and/or a practicing superintendent in South Dakota.

Signature of Applicant

Date

Signature of SDSSA Treasurer

Date

APPENDIX G

Federal and State Relations Coordinator

The SDSSA Executive Committee will appoint the position of the Federal and State Relations coordinator. The coordinator must be an active member of AASA. This is a three (3) year term and the Executive Committee will select in April. The coordinator should attend the Legislative Advocacy Conference with the president and president-elect of SDSSA. In the event the coordinator or the president are unable to attend the conference, the Executive Committee reserves the right to appoint attendees.

Responsibilities:

Conduct sessions, as requested, for the purpose of informing the membership of legislative issues

Keeps area representatives informed of current state and national legislation

Supports the SASD's legislative proposals

Works closely with SASD in dissemination of information

Coordinates a state-level network of congressional contact people

Secures at least two contact people for every congressman in that state

Strengthens personal and network relations with congressmen

Keeps knowledgeable on federal relation issues

Keeps SDSSA members informed of issues and recommends State Association Action on federal issues where appropriate

Keeps AASA informed of state concerns on federal issues

Expenses Reimbursed:

See Article XIV – National Conference Attendance

APPENDIX H

AASA - Governing Board

Each chartered affiliate has a minimum of two (2) representatives on the Governing Board for up to 100 eligible voting AASA members and is entitled to one (1) additional representative for every 100 additional eligible AASA voting members from within the chartered affiliate. While serving on the Governing Board, representatives will also serve as non-voting members of the SDSSA Executive Committee attending all meetings with the purpose of updating the SDSSA Executive Committee on the activities of the AASA Governing Board.

A. Requirements & Qualifications

- Eligible voting member of AASA for at least three (3) years (eligible voting members of AASA include Active, Institutional, Active-Life, or College Professor members).
- Member in good standing of the chartered affiliate for at least three (3) years
- A member may represent a chartered affiliate on the AASA Governing Board for no more than two (2) successive, three (3) year terms.
- The number of representatives serving on the Governing Board from a chartered affiliate will be based upon the number of eligible AASA voting members within the chartered affiliate as of June 30 of any year.
- Employees of AASA and/or a chartered affiliate are not eligible to serve as members of the Governing Board.
- Representatives to the Governing Board will abide by the AASA By-Laws.

B. Obligations & Responsibilities

- Attend two (2) meetings of the Governing Board each fiscal year (July-June) in February and in July.
- Expenses for attending the Governing Board meeting held in conjunction with the AASA Annual National Conference on Education shall be the responsibility of SDSSA.
- Expenses for attending the second meeting of the Governing Board will be AASA's responsibility - the location for the second meeting will be at the site of the AASA Advocacy Conference.

C. Election Timeline

- Whenever a three (3) year term expires, nominations will be accepted from March 1 through March 20. A ballot will be prepared through SASD and all eligible nominees will be listed on the ballot. The election will conclude on the second Friday of April.

D. Vacancy

- In the event of a vacancy of the Governing Board representatives, the SDSSA Executive Committee may select a replacement, who meets the qualifications, to serve until the end of the vacant term. The interim representative may opt to run for election and serve up to two (2) full three (3) year terms.