

THE CONSTITUTION AND RE-STATED BYLAWS OF THE ARIZONA ASSOCIATION OF COUNTY SCHOOL SUPERINTENDENTS

Article I

Name

Section 1

The name of the association shall be the **Arizona Association of County School Superintendents** (herein AACSS).

Article II

Preamble

Section 1

AACSS is an alliance dedicated to the advancement of the membership's common goals.

Article III

Membership

Section 1 Primary Members

Membership in this organization shall consist of those actively engaged as County School Superintendents in the state of Arizona.

Section 2 Associate Members

Associate membership may be extended to other groups or individuals upon request, and with approval of a majority of the AACSS membership.

Article IV

Officers/Appointees

Section 1 The officers of this association shall be a President, a Vice President, a Secretary, and a Treasurer. The offices of Secretary and Treasurer may be combined at the pleasure of the AACSS membership.

Section 2 The Executive Committee shall consist of the President, Immediate Past President, Vice-President, Secretary, and Treasurer.

Section 3 The membership may appoint a Legislative Liaison, who shall serve at their pleasure and without a specified term of office.

Section 3 Duties of Officers and Appointees **President**

The President shall preside over all meetings of the members, shall act as Chairman of the Executive Committee, shall appoint the chair of standing Committees and shall appoint the chair and membership of ad hoc committees. The president shall function as Chief Executive Officer, acting on behalf of the association between scheduled and special meetings of the Members or the Executive Committee, and shall exercise other authority as may be conferred by the Executive Committee.

Vice President

The Vice President will serve in the absence of the President with all of the duties outlined herein, and carry out all other duties as assigned by the President, the Executive Committee, or the membership.

Secretary

The Secretary shall ensure that the minutes of all meetings of the Membership and the Executive Committee are recorded, kept and distributed and shall be the final authority of previous actions of both.

Treasurer

The Treasurer shall oversee the association's financial records, submit them for audit and provide the membership with periodic reports of the financial status of the association. The Treasurer shall ensure that all dues and special assessments are collected, all bills are paid, and that an accurate record of all receipts and disbursements are kept, and perform other duties for the association as required.

Article V

Election of Officers

Section 1

The election of the officers of this association shall be ratified at the Arizona Association of County School Superintendents' annual meeting.

Section 2

Commencing July 1, 2016, the term of office shall be for one year, beginning on July 1st of each year and ending on June 30th.

Article VI

Meetings

Section 1

The President shall call regular or special meetings of the AACSS membership at any time deemed to be in the best interest of the organization and determine if an executive session is needed.

Section 2

A special meeting may be called by the membership if there is agreement by at least fifty one percent (51%) of the members.

Section 3

An annual meeting shall be held as established by the President, between April 1st and June 30th of each year.

Section 4

Notice of at least seven (7) days must be given for any regular association meeting. Special meetings require at least twenty-four (24) hour notice to the membership.

Section 5

A quorum shall consist of fifty one percent (51%) of the Members. A quorum of the Members is necessary for an official vote. Proxies may be counted in establishing a quorum.

Section 6

Voting by previously written proxy shall be permitted. No proxy shall be valid unless it is held by another Member and only for the meeting for which it is specified. The form of proxy may be handwritten or by electronic means, provided to any Executive Officer.

Section 7

The President shall establish the agenda for any regular or special meeting of the membership. Agenda items may be added, modified in substance or order, or deleted by two thirds vote of the membership in a meeting in which a quorum is present.

Section 8

The association will follow Roberts Rules of Order (Revised and Condensed) for meeting procedures and protocol

Article VII

Dues

Section 1

Dues for the next fiscal year shall be determined by the members present prior to the end of the current fiscal year. The fiscal year shall be July 1 to June 30th.

Article VIII

Committees

Section 1

The Executive Committee may make decisions for the association between meetings and if an emergency situation exists.

Section 2

The President shall appoint such committees and advisory boards as may be necessary to carry out the purpose and objectives of the organization.

Article IX

Supremacy of Intergovernmental Agreement

Section 1

Wherein any conflicts exist between the Intergovernmental Agreement (approved November 15, 2011) and the Constitution and By-Laws, the Intergovernmental Agreement shall prevail.

Article X

Amendment and Effective Date

Section 1

This Constitution and By Laws may be amended at any regular or special meeting of the Arizona Association of County School Superintendents, on an approval of a majority of the Members. Proposed amendments shall be mailed (or emailed) to Members at least two weeks prior to the meeting for their consideration.

Section 2

The Constitution and Bylaws were in general use by the Membership upon the implementation of the Intergovernmental Agreement on November 15, 2011 and were amended on November 18, 2014 and February 3, 2015.