APPENDIX

COUNCILS AND CAUCUSES

THE NATIONAL HISPANIC COUNCIL OF SCHOOL BOARD MEMBERS BYLAWS

ARTICLE I: NAME AND PURPOSE

Section 1. Name

The name of this organization shall be the National Hispanic Council of School Board Members and shall be referred to as the National Hispanic Council (NHC). Pursuant to Article XVI of the Constitution and Bylaws of the National School Boards Association, the National Hispanic Council of School Board Members has been established as a Council, effective July 1, 2002.

Section 2. Mission

The mission of the National Hispanic Council of School Board Members is to promote the goals and vision of the National School Boards Association (NSBA) and to provide leadership and a foundation to school board members for student educational opportunities through collaboration with key stakeholders to foster excellence and equity in public education.

The primary purposes of this organization are to:

(a) Promote and advance equal educational opportunities for Hispanic children by Council members becoming actively engaged in national dialogue on educational problems, issues and concerns in conjunction with the National School Boards Association and other national organizations committed to the continued growth and development of minority children.

(b) Improve collaboration among all NHC school board members, their communities, political leaders, state school board associations, tribal education communities, and NSBA.
(c) Provide education, educational seminars and information to members and/or interested parties on unique challenges and opportunities faced by students throughout the country.

(d) Provide leadership by encouraging the most desirable and effective communication between school board members, their local school board, communities, national and state boards associations relating to Hispanic students.

(e) Promote school district, LEA, county, state, and national legislation to improve the educational opportunities and reduce racial disparities of Hispanic students in public schools.

(f) Study the development schools and academic achievement of Hispanic youth within public schools.

ARTICLE II: MEMBERSHIP

All members shall support the purpose of the Council as set forth in Article I.

Section 1. Regular Membership

(a) Regular voting membership shall be open to and held only by an elected or appointed member of any local school district Board of Trustees, Board of Education or State Board of Education within the fifty states, the District of Columbia, or the U.S. Virgin Islands and any other United States territory, who is a member of his/her State Association.

(b) Regular members in good standing shall have the right to:
   i. vote on all action items presented before the National Hispanic Council at any National Hispanic Council General Membership.
   ii. hold any office or committee position upon due election or appointment.

Section 2. Associate Membership

(a) Associate membership shall be open to any educator, school administrator, or other individual interested in and supportive of the purposes and goals of the National Hispanic Council.

(b) Associate members shall:
   i. not be entitled to vote nor hold an office in the National Hispanic Council.
   ii. have the right to serve on National Hispanic Council committees as provided in these bylaws.
Section 3. Honorary Membership

(a) The Board of Directors of the Hispanic Council may elect additional honorary members, as it deems appropriate. Honorary membership shall also be open, upon request, to any Past Chair of the Hispanic Council who no longer holds office on a local school board.

(b) Honorary members shall:
   i. pay no dues.
   ii. not be entitled to vote nor hold an office in the Council.
   iii. have the right to serve on National Hispanic Council committees as provided in these bylaws.

Section 4. Revocation of Membership

(a) Membership in the National Hispanic Council, for any category of membership except regular voting membership, may be revoked for good cause by a majority vote of the Board of Directors of the National Hispanic Council.

(b) Regular voting membership may be revoked for good cause only by a majority vote of the general membership present, with due notice and opportunity to be heard being given to the affected member at the Annual Business Meeting.

(c) Dues shall be forfeited upon removal of membership.

Section 5. Dues Payment

(a) In order to be in good standing, a member’s dues must be paid in full.

(b) No member whose dues are delinquent shall be entitled to vote. In order to vote at the NSBA Annual Conference membership dues must be paid in full by March 1.

(c) Dues schedule, including amount and timing of payment shall be established by NSBA.

Section 6. Fiscal Year

The fiscal year of the Hispanic Council shall be from January 1 through December 31 of each year.

Section 7. Voting Rights
Section 8. Meetings and Elections

(a) The annual business meeting of the National Hispanic Council general membership shall be convened during the annual conference of the National School Boards Association.

(b) The date and time of the annual business meeting shall be determined by the Board of Directors of the National Hispanic Council in conjunction with NSBA staff.

(c) Voting by proxy or absentee voting shall not be permitted at any National Hispanic Council meeting.

(d) National officers and regional directors shall be elected by the general membership at the annual business meeting of the Hispanic Council. Officers shall take office immediately upon election.

(e) In addition to the annual business meeting, the Board of Directors shall hold at least three meetings per year. Meetings may be held via conference call or other electronic means, provided that all members of the board are notified at least 72 hours prior to the meeting of the date, time, and purpose thereof.

(f) All Hispanic Council Board Members are expected to attend all scheduled Hispanic Council conference calls and meetings. In the event of two or more absences in a fiscal year, excused or unexcused, which, in the judgment of the Board of Directors, limit a member’s effectiveness, the Board of Directors reserves the right to declare the seat vacated by a majority vote. Prior to such action, the Board of Directors shall notify the member via certified mail that because of his/her attendance record further absences may result in such action.

ARTICLE III: GOVERNANCE

Section 1. Board of Directors

(a) The Board of Directors of the National Hispanic Council shall consist of four (4) officers and five (5) regional directors.
i. The term of office for each board member shall be two (2) years.

ii. Each member shall serve until the selection and installation of his or her successor is fulfilled during the annual business meeting, or until removal.

iii. The NSBA Executive Director and NSBA President shall serve as ex-officio, non-voting members of the Board of Directors.

Section 2. Executive Committee

(a) The officers of the National Hispanic Council shall be the Chair, Chair-Elect, Secretary, and Immediate Past Chair, who shall comprise the Executive Committee of the Board of Directors.

(b) The Chair-Elect will automatically ascend to the position of Chair at the conclusion of the annual business meeting of the National Hispanic Council at the NSBA Annual Conference.

(c) The NSBA Executive Director and NSBA President shall serve as ex-officio, nonvoting members of the Executive Committee.

Section 3. Regional Directors

(a) The five (5) Regional Directors of the National Hispanic Council shall be representative of the five geographical regions as follows:

i. Central Region: Illinois, Indiana, Iowa, Kentucky, Michigan, Minnesota, Missouri, Ohio, and Wisconsin.


v. Western Region: Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, and Wyoming.

(b) Regional Directors shall serve a two-year term and their regular election cycle shall be staggered as follows:

- Central, Northeast, Western
- Pacific and Southern

(c) Regional Directors shall:

i. participate in matters before the National Hispanic Council Board of Directors.
promote and encourage participation in the activities and annual conference
of the National Hispanic Council, and in activities of the National School
Boards Association.

act as spokespersons of the Hispanic Council in their region when requested
to do so by the Chair of the Executive Committee.

serve as members of the Membership Committee.

perform other such additional duties as determined and assigned by the
National Hispanic Council Chair.

Section 4. Duties and Powers

Where appropriate, the duties of the Officers shall be carried out with the assistance of NSBA
staff.

The duties and powers of the Officers shall be as follows:

Chair

(a) The Chair shall preside at all meetings of the National Hispanic Council and of the
Executive Committee and Board of Directors.

(b) The Chair shall appoint all members of any standing or special committees of the
National Hispanic Council and shall be deemed a member of all such committees,
except that the Chair shall not be a member of the Nominating Committee.

(c) The Chair shall perform any other duties as may be prescribed by the general
membership.

(d) The Chair shall be the primary spokesperson for the Hispanic Council.

Chair-Elect

(a) The Chair-Elect shall perform the duties of the Chair in the event the Chair is unable
to act, is removed, or abandons the office.

(b) The Chair-Elect shall have primary responsibility for the organization and
implementation of the National Hispanic Council programming at the NSBA Annual
Conference.

(c) Additional duties shall be determined and assigned by the Chair.
Section 5. Duties of the Executive Committee

(a) The Executive Committee shall act on behalf of the National Hispanic Council between meetings of the Board of Directors.

(b) The Executive Committee shall meet upon the call of the Chair, or upon the call in writing of any three (3) members of the Executive Committee.

(c) The Executive Committee may meet via conference call or other electronic means.

(d) All actions of the Executive Committee are subject to ratification by the Board of Directors at the next Board of Directors meeting.

Section 6. Duties of the Board of Directors

(a) The Board of Directors shall act on behalf of the National Hispanic Council between meetings of the general membership.

(b) The Board of Directors shall meet upon the call of the Chair, or upon the call in writing of any five (5) members of the Board of the Directors.
The Board of Directors shall hold at least three meetings a year. In addition to the Annual Business meeting, the Board may meet via teleconference or other electronic means.

Section 7. Eligibility

In order to serve on the NHC Board of Directors, an officer or regional director shall meet the following qualifications:

(a) A regular member of NHC, with all dues paid in full.

(b) Each officer and regional director with the exception of the Immediate Past President shall be a duly elected or appointed member of a school district board of trustees, board of education, or state board of education.

(c) A school board member in a district that is a member in good standing of the state school boards association.
   i. This requirement must be met prior to each term by submitting a letter of recommendation from his/her state association.

(d) A member of the state Hispanic caucus (if applicable).

(e) If any of these conditions are violated while the board member is in office, the position will be considered vacant.

Section 8. Term Limits

(a) A Regional Director shall be elected to serve no more than two consecutive terms.

(b) An elected Officer shall be elected to serve no more than one two-year term in the same office.

ARTICLE IV: STANDING COMMITTEES

Section 1. Nominating Committee

(a) The Immediate Past Chair shall serve as Chairperson of this Committee. When the position of the Immediate Past Chair is vacant or the Immediate Past Chair is unable to serve, the Nominating Committee will be chaired by a member of the Executive Committee designated by the Chair.

(b) Nominations for Board of Director positions must be submitted to NSBA for action by the Nominating Committee a minimum of sixty (60) calendar days prior to the election of officers.
(c) The Nominating Committee shall submit a slate of recommended candidates for each position at the annual business meeting of the National Hispanic Council.

(d) If a candidate is not selected by the Nominating Committee, they may run from the floor by submitting an application with supporting documents informing NSBA staff and submitting endorsements from five NHC members in at least two states outside of the candidate’s own state no later than thirty (30) calendar days before the general election.

(e) The Nominating Committee shall consist of the Immediate Past Chair and two regular voting members of the Council, appointed by the Chair.

(f) The Nominating Committee shall conduct itself and shall discharge its duties according to the standing rules duly adopted by the general membership.

Section 2. Bylaws Committee

(a) The designee of the Chair shall serve as Chairperson of this Committee.

(b) The Bylaws Committee shall include the Secretary, and two (2) Regional Directors, to be selected by the Chair of the Committee.

(c) The Bylaws Committee shall present recommendations for approval by the Board of Directors for presentation to the general membership.

Section 3. Policies and Resolution Committee

(a) The Chair shall serve as Chairperson of this Committee.

(b) The Policies and Resolutions Committee shall include Chair, Immediate Past Chair, and up to two other Hispanic Council members as appointed by the Chair.

(c) The Policies and Resolutions Committee shall present recommendations for approval by the Board of Directors prior to submission to the NSBA Policies and Resolution Committee.

Section 4. Membership Committee

(a) The designee of the Chair shall serve as Chairperson of this Committee.

(b) The Membership Committee shall include the five (5) regional directors.
The Membership Committee shall make recommendations on strategies for maintaining and increasing membership.

Section 5. Elections Supervisory Committee

(a) The President shall appoint a committee to supervise the election of officers and directors.

(b) The committee shall be comprised of five (5) members, one from each region, but shall not include officers, directors, or candidates for Council office.

ARTICLE V: REMOVAL OF BOARD OF DIRECTORS MEMBERS

Section 1. Removal

Any Officer who has not represented the best interests of the National Hispanic Council shall be removed from office, for good cause, by majority vote of the general membership present or the NSBA Board of Directors. Such removal and vote shall be taken only at a duly convened meeting of the general membership or the NSBA Board of Directors, with due notice and opportunity to be heard being given to the affected member. If a member is removed from the Board, that member shall not be eligible to run for the board for at least two years.

ARTICLE VI: VACANCIES

Section 1. Vacancies

(a) The Chair, with the consent and confirmation of the Board of Directors, shall fill vacancies occurring in any office, except for the office of Chair or Chair-Elect. Such appointee shall serve the unexpired term of that office.

(b) If there is a vacancy for any reason in the office of Chair, the Chair-Elect shall succeed to the office immediately and shall have all the powers and perform all the duties of the office. The Chair-Elect shall serve a full term as Chair upon completing the remainder of the term caused by the vacancy. However, a person filling an unexpired said Chair’s term may hold that respective seat on the NSBA Board of Directors until the end of the next Delegate Assembly meeting of NSBA in addition to his/her own two-year term.

(c) If there is a vacancy for any reason in any office which cannot be filled by these provisions for succession to office, the Board of Directors shall appoint from its own membership an officer pro tempore to perform the duties of the vacated office until the office is filled by an election by the general membership at the annual business meeting of the National Hispanic Council.
(d) Any Director appointed to fill a vacancy shall be eligible to serve two full terms as director upon completing the remainder of the term caused by the vacancy.

ARTICLE VI: PARLIAMENTARY AUTHORITY

The most recent edition of Robert's Rules of Order shall be the official parliamentary authority for the Hispanic Council when not in conflict with these bylaws.

ARTICLE VII: AMENDMENTS

Section 1. Amendments

These bylaws may be amended only by regular vote of the general membership. A two-thirds (2/3) vote of those voting shall be required to approve amendments to these bylaws before submitting to the NSBA Board of Directors for final approval.

These bylaws are intended to permit the Council to carry out duties in its advisory capacity to NSBA consistent with the emphasis on Hispanic students. These bylaws may be amended at any time by the super majority vote of the members who are present at a duly held meeting, provided that written notice of the meeting and of the proposed amendment shall be given to each member not less than ten (10) calendar days nor more than thirty (30) calendar days before any meeting of the council at with an amendment to the bylaws is to be adopted.

Section 2. Adoption

These bylaws of the National Hispanic Council of School Board Members of the NSBA shall become effective upon the signature of the President of both the Council and NSBA.

Section 3. Review

These bylaws shall be reviewed and revised accordingly at least every three years.

ARTICLE VIII: QUORUM

A quorum shall consist of:

(a) Fifty (50) percent of the full voting membership of the Board of Directors or Executive Committee.

(b) Ten (10) percent of the full voting membership of the National Hispanic Council.
ARTICLE IX. DISSOLUTION OF THE HISPANIC COUNCIL

Section 1. Dissolution

Should this organization be dissolved or terminated in any manner, all real and personal property shall be held for use of its successor organization. In no case shall any real or personal property, or proceeds from the sale thereof, be retained to the pecuniary benefit of any member of the Council. In case of any eventuality not covered in this document, the Executive Committee of the Council is empowered to dispose of such assets in the best interests of the Council.

Policy History:

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