

New Mexico School Superintendents Association
By-Laws
(Revised July, 2019)

Article I. Name

The name of the organization shall be the New Mexico School Superintendents Association.

Article II. Purpose

The purpose of this organization shall be:

To promote education in New Mexico and to affiliate with the New Mexico Coalition of Educational Leaders in responsible efforts to enhance education in the state. Membership in the association is to be considered an extension of a Superintendents' responsibilities in promoting the interests of his/her local school district. In an effort to accomplish these goals, the organization will:

- A. Cooperate with other organizations dedicated to similar purposes;
- B. Encourage the improvement of administrative practices in the schools of the state;
- C. Assist superintendents in seeking self-improvement by participating and sponsoring workshops, seminars, and related activities;
- D. Act as a support system for superintendents.

Article III. Membership and Dues

Section 1. Membership in the New Mexico School Superintendents Association shall consist of those persons in the superintendency and such other persons as the membership may approve.

Section 2. A person shall become a member upon paying the required dues, and shall remain a member for the duration of the time covered by the dues payment.

Section 3. Only those persons currently employed by a local school district as the Superintendent shall be entitled to full voting privileges and eligible to hold office.

Section 4. The dues of the organization shall be established by the NMSSA Executive Council. The membership period shall be July 1 through June 30.

Section 5. Upon recommendation of the NMSSA Executive Council, the privilege of honorary membership may be available and shall extend to those individuals who have retired from the superintendency; and they shall have all privileges of members except the right to vote and hold office.

Article IV. Officers and Executive Council

Section 1. The administration of the association shall be vested in the NMSSA Executive Council consisting of the President, President-elect, Secretary, immediate Past-president and eight regional delegates; in addition two at large members representing Albuquerque and Las Cruces and two small school members; one representing the north and one representing the south.

Section 2. The Secretary shall be elected annually from among the general membership at the annual summer conference. The President-elect shall become President after serving as President-elect for one year and the Secretary shall become President-elect after serving as Secretary for one year.

Section 3. One delegate to the NMSSA Executive Council shall be elected from each of the 8 regions of the state. Elections shall be held in each School Board or North/South region as determined by the member superintendents.

Section 4. The terms of officers of the NMSSA Executive Council shall coincide with the fiscal year of the association.

Section 5. The NMSSA Executive Council shall meet at such times as the president shall consider necessary or on petition of at least four members of the Executive Council. A quorum consisting of half plus one of the members of the Executive Council shall be present in order to conduct official business.

Section 6. In the event the office of president or secretary shall become vacant, the President-elect shall assume the office of President and the Secretary shall assume the office of President-elect for the balance of the unexpired term in addition to his/her own one-year term. A new secretary will be elected if a vacancy occurs.

Section 7. All members of the NMSSA Executive Council shall be active members of the association.

Article V. Fiscal Year

Section 1. The fiscal year of the association shall be from July 1 through June 30.

Article VI. Committees

Section 1. There shall be two standing committees: Legislative Affairs and Elections Committee. Other committees may be formed on an *ad hoc* basis by the President with the approval of the NMSSA Executive Council. Members of committees may be recruited by the President, Executive Director, or NMSSA Executive Council.

Section 2. Representatives to serve on various outside taskforces, projects, committees or organizations may be recruited by the President, Executive Director, or NMSSA Executive Council.

Article VII. Elections

Section 1. Regional Delegates

Delegates to the NMSSA Executive Council shall be elected from the eight regions of the state as follows:

Region I

Aztec
Bloomfield
Central
Dulce
Farmington
Gallup
Zuni

Region II

Chama Valley
Espanola
Jemez Mountain
Los Alamos
Mesa Vista (Ojo)
Penasco
Pojoaque
Questa
Santa Fe
Taos

Region III

Cimarron
Clayton
Des Moines
Las Vegas City
Las Vegas West
Maxwell
Mora
Mosquero
Pecos
Raton
Roy
Santa Rosa
Springer
Wagon Mound

Region IV

Belen
Bernalillo
Corona
Cuba
Estancia
Grants
Jemez Springs
Los Lunas
Magdalena
Moriarty
Mountainair
Quemado
Rio Rancho
Socorro
Vaughn

Region V

Clovis
Dora
Elida
Floyd
Fort Sumner
Grady
House
Logan
Melrose
Portales
San Jon
Texico
Tucumcari

Region VII

Artesia
Carlsbad
Dexter
Eunice
Hagerman
Hobbs
Jal
Lake Arthur
Loving
Lovington
Roswell
Tatum

Region VII

Alamogordo
Capitan
Carrizozo
Cloudcroft
Gadsden
Hatch Valley
Hondo Valley
Ruidoso
T or C
Tularosa

Region VIII

Animas
Cobre
Deming
Lordsburg
Reserve
Silver City

In addition, the two at large districts (Albuquerque and Las Cruces) each receive a delegate; and two small school members (one representing the north and one representing the south) also receive a delegate.

Section 2. Executive Officers

The Elections Committee may assist the NMSSA Executive Officers in the election of a secretary at the summer conference of the association.

Any active member of the association may be nominated by the Elections Committee as a candidate for an executive office. Additional nominees may be added to the ballot by nominations taken from the floor. Nominees are permitted to accept or decline the nomination of their name for consideration.

Upon conclusion of all nominations, the Elections Committee and/or Executive Officers shall distribute ballots to Superintendents present at the meeting. Voting shall be by secret ballot and votes may be counted by the Elections Committee and/or Executive Officers. Results will be announced prior to the conclusion of the final session of the business meeting.

Section 3. The Elections Committee shall conduct the election of a Superintendent of the Year in the spring, and announce the recipient at the summer meeting of the association.

Criteria for the nomination and election of the New Mexico Superintendent of the Year shall be set by the Elections Committee with the approval of the NMSSA Executive Council. The nominee must be willing to represent the state under AASA's (American Association of School Administrators) guidelines.

Article VIII. Meetings

Section 1. The association shall hold a least four regular meetings of the general membership. Additional meetings may be called by the President with the approval of the NMSSA Executive Council as are deemed necessary. Members of the association shall be notified, in writing, of the date and place of such meetings at least two weeks prior to the meetings. An agenda will be available in advance of the meetings upon final approval of the President. Said meetings may be via distance technology at the discretion of the NMSSA Executive Council.

Section 2. The NMSSA Executive Council shall meet at least once each quarter, and upon the call of the President. Said meetings may be via distance technology at the discretion of the President.

Article IX. Quorum

Section 1. Thirty active members of the association shall constitute a quorum at any regular meeting.

Section 2. Half plus one of the members of the NMSSA Executive Council shall constitute a quorum.

Article X Finances

Section 1. Income for the association will be derived from membership dues, grants, sponsorships, conferences, workshops, and other efforts as approved by the NMSSA Executive Council.

Section 2. Disbursements from association funds shall be made by order of the Executive Director and signed by two staff members. Financial Reports shall be submitted at each association meeting for approval by the membership.

Section 3. An annual budget shall be prepared by the Executive Director and be submitted for ratification to the membership at the summer meeting of the association.

Article XI. Amendments

Section 1. Proposed amendments to the Bylaws must be presented in writing to the NMSSA Executive Council at least three weeks before a regular or special meeting of the association.

Section 2. Proposed amendments subsequently approved by the NMSSA Executive Council may be enacted by a two-thirds vote of the membership in attendance at a regular or special meeting, provided those in attendance constitute a quorum.