Fresno County School Trustees Association, Inc. Bylaws

Article I. PURPOSE

As provided by the Articles of Incorporation, the purpose of the Association is to preserve, advance and improve the public schools and public education, to encourage and cooperate with all persons and groups whose purpose shall be for the betterment of the educational opportunities for the people of Fresno County, California; to promote the enactment of legislation for the improvement of educational programs and to promote and advance public education through all available means.

Article II. PRINCIPLE OFFICE

The principle office for the transaction of business for this corporation is herewith fixed and located at 1111 Van Ness Avenue, Fresno, California. The location of the principle place of business may be changed by majority vote of the membership of this corporation.

Article III. FISCAL YEAR

The fiscal year of the corporation shall be from July 1, through and including June 30.

Article IV. MEMBERSHIP AND DUES

The membership of the corporation shall be comprised of any duly elected member or seated member of any school district governing board or County Board of Education within the jurisdiction of the Fresno County Superintendent of Schools upon payment of the annual dues assessed by the Board of Directors as provided in Article VI, Item #4.

A quorum to conduct business will consist of a minimum of ten (10) general members present plus a quorum of the Board of Directors as defined in Article VI. It will be the responsibility of the Association’s Secretary to inform the President if said quorum is not present at any meeting.
Article V. MEETINGS

The corporation shall hold an ANNUAL MEETING on the third Tuesday of January commencing at 7:00 p.m. at a place designated by the Board of Directors. At the annual meeting, the corporation membership shall elect and confirm the appointment of new members to the Board of Directors. The Board of Directors shall be comprised of one member from each unified school district governing board, one member from each high school area district governing board or its feeder schools governing boards, one member from each community college district board of trustees and one member from the County Board of Education.

The President is authorized, prior to the annual meeting, to appoint a nominating committee of at least three directors which nomination committee shall be charged with presenting a slate of nominees for consideration by the membership at the next annual meeting. Additional nominations for director may be made from the floor at the annual meeting, provided the consent of the nominee is first secured.

In addition to the Annual Meeting, the corporation shall hold general membership meetings on the third Tuesday of April and October.

Notice of the time and place of the Annual Meeting and all other general meetings of the corporation or meetings of the Board of Directors shall be mailed or e-mailed no less than ten days prior to the date of the meeting.

Roberts Rules of Order shall govern the parliamentary procedures of any meeting of the membership or the Board of Directors.

A: Additional duties of the Nominating Committee:

The Nominating Committee shall meet at the third Board of Directors meeting of the fiscal year to begin the nomination process for the expiring seats of the Fresno County Committee on School District Organization (FCCSDO). The Association President or the Nominating Committee Chair may call a meeting of the Nominating Committee at any time when necessary to conduct the business of the Committee.

The FCCSDO incumbents, whom choose to run for re-election, shall submit on or before May 1 in the year their term expires, the required “Biographical Sketch” form to the County Superintendent of Schools. This form and its submission will serve as a self nomination.

Other nominees may be recommended to the Association's Nominating Committee by any school board member. The school board member
shall submit to the nominating Committee a “Recommendation for Nomination” form and a “Biographical Sketch” form on or before August 1 or the first business day thereafter. Candidates may also be nominated by any school board member at the time of the caucus.

The required forms may be viewed at http://www.fcoe.net/fcsta and obtained by contacting the Trustees Association secretary at 265-3090.

The nominating committee has the responsibility to present a slate of vetted and qualified candidates for each open position, these candidates may be chosen from those self-nominated, recommended by any school board member, or recruited by the nominating committee.

Prior to the fall membership meeting, the Board of Directors will review and approve a slate of candidates recommended by the nominating committee for the FCCSDO.

B: Election of the Fresno County Committee on School District Organization

The election to fill vacancies to the FCCDSO shall be held at the annual Fall Trustees’ Dinner Meeting of school district trustee representatives that shall be called by the County Superintendent of Schools and shall be held between October 1 and December 1 of each year. Each of Fresno County’s school and community college districts have one voting representative who may cast one (1) vote per seat in the election to fill vacancies.

Each school and community colleges district governing board shall select a voting representative and an alternate at their annual organizational meeting in December for the following year’s FCCSDO election. As required by Ed Code. Sections 4005 (a) and (b), 4006, 4007, 4008, 4009, 35023 and 72403.]

Article VI. DIRECTORS

Except as to those actions, duties, or responsibilities required to be preformed by the general membership, all authority for handling business and affairs of the corporation shall be controlled and performed by the Board of Directors. Regular meetings of the Board of Directors shall be held no less than semi-annually at such time and place as the Board of Directors determines subject to proper notice by mail or e-mail. For the purpose of conducting business or taking action, a minimum of eight directors of which at least three must be executive board
members shall constitute a quorum. The authority of the Board of Directors shall include but not be limited to the following:

1. Manage and control the business of the corporation and make such rules and regulation as are required to accomplish the same.

2. Appoint a subcommittee of directors and to delegate to the subcommittee those responsibilities determined to be lawful and appropriate by the Board of Directors.

3. Fill any vacancy on the Board of Directors by securing from the governing board(s) of the school district area from which the vacancy arises a replacement nominee who shall serve until the next annual meeting.

4. At the last board of directors meeting of each fiscal year, review and set the dues to be assessed school districts as a condition of membership to the corporation for the following fiscal year.

5. Cause the Fresno County Trustees Association Secretary to keep and maintain minutes of all meetings and to preserve said minutes at the principle offices of the corporation. The Association’s secretary shall also be responsible for provision of notice of all meetings of the general membership and the Board of Directors as provided in Article V.

6. Insure that all assets of the corporation are properly maintained and accounted for and, with the assistance of the staff from Fresno County Office of Education, insure that all receipts and disbursements are properly accounted for and maintained.

7. Insure that all monies or other valuables of the corporation are deposited in the name of the corporation in an account maintained at the Educational Employees Credit Union. Any check or other method of fund withdrawal shall require the signature of two members of the Executive Board.

8. Should a director be absent for two consecutive meetings without good cause, he or she shall be subject to removal and replacement by a majority vote of the Board of Directors.

Article VII. EXECUTIVE BOARD

The Executive Board of the corporation shall be a President, a Vice President, a Secretary, and a Treasurer and the immediate past President. The Executive Board shall be elected by a majority vote of the general membership at the Annual Trustees Meeting.
Only duly elected members of the Board of Directors are eligible to serve as Executive Board members and the Executive Board shall serve one-year terms without term limits.

A member of the Executive Board may be removed for just cause, by a majority vote of the directors, at any regular meeting of the Board of Directors. A member of the Executive Board may resign at any time by giving written notice to the Board of Directors or to the President. Any such resignation shall take effect on the date of receipt of such notice or at any later time specified therein. Any vacancy shall be filled in the manner prescribed in Article VI.

Article VIII. VOTING

Each member of this corporation shall, at any meeting of the general membership, be entitled to exercise one vote for each item submitted for a vote.

Article IX. AMENDMENT TO BYLAWS

These bylaws may be amended, altered, added to, or repealed by an affirmative vote of a quorum of the membership as defined in Article IV of these bylaws at any meeting of the membership called for such a purpose.

These bylaws shall be reviewed by the Board of Directors at their first meeting of the calendar year.

Article X. MISCELLANEOUS

The books and records of the corporation shall, at all times during the business day, be subject to inspection by any director, Executive Board member or any general member of this corporation.

CERTIFICATION

I, the undersigned, do hereby certify:

That I am the duly elected President of the Fresno County School Trustees Association, a non profit California corporation; and,
That the forgoing bylaws to which this certificate is attached constitute the official bylaws of said corporation as duly adopted by the general membership at a meeting duly held on the 20th of April, 2010 in Fresno County, California.

Kathy Spate

President - 2020 - Fresno County School Trustees Association

Annual review conducted: March 02, 2020 as required in Article IX.