



# Federal Lands Impacted Schools Association

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## **BYLAWS OF THE FEDERAL LANDS IMPACTED SCHOOLS ASSOCIATION**

(Approved Sept. 26, 2016)

### **ARTICLE I – NAME**

The name of this organization shall be the FEDERAL LANDS IMPACTED SCHOOLS ASSOCIATION (aka “FLISA”).

### **ARTICLE II – PURPOSES**

Section 1. The purpose of FLISA shall be to:

- a. Provide information and assistance to member schools relative to matters pertaining to Federal Impact Aid for Section 7002.
- b. Provide leadership in coordinating activities in response to concerns associated with Federal Impact Aid for 7002 districts.
- c. Present the points of view, needs, and interests of the Federal Lands Impacted Schools Association to the Board of Directors of NAFIS.
- d. Enroll all school districts which qualify as eligible Section 7002 impacted school districts.
- e. Increase the membership of Section 7002 impacted schools in NAFIS.
- f. Develop a communications network within the member Section 7002 impacted school districts.
- g. Work with the leadership of NAFIS to form a unified front and speak with one voice.
- h. Facilitate improved financing, administration and continuation of Federal Impact Aid through interaction with state and national legislators and agencies.
- i. Participate in regional and national meetings of Impact Aid organizations.

### **ARTICLE III – STRUCTURE**

The Federal Lands Impacted Schools Association is sub-group of the National Association of Federally Impacted Schools (NAFIS) and was created in the interest of serving the needs of education by serving the needs of the Section 7002 impacted districts which comprise the membership. It is comprised of school districts which voluntarily associate for the purposes set forth in these Bylaws.

### **ARTICLE IV – MEMBERSHIP**

Section 1. Membership shall be open to school districts which receive Impact Aid funds due to the presence of Section 7002 lands.



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Section 2. No distinction shall be made on the basis of race, color, creed, religion, national origin, gender, age, handicap or entitlement.

Section 3. Each Section 7002 dues-paying district may select one voting representative who may act on the business of FLISA. A Section 7002 district may select a voting representative who is not a regular employee of that district by submitting a letter signed by the Superintendent of Schools, or designee, to the President of FLISA containing the following information:

- Name of the voting representative
- Specific term that the voting representative will represent that district

No one individual may vote as a district representative for more than one Section 7002 member district.

Section 4. Representatives of dues-paying school districts of FLISA may serve in leadership roles such as on the Executive Board or committees of the Organization.

## **ARTICLE V – OFFICERS/EXECUTIVE BOARD**

### Section 1. Qualifications

- a. Each officer shall be a natural person of full age. Each officer shall be a voting representative during his/her term of office.
- b. FLISA prefers a broad representation for its Executive Board, no more than one Executive Board member shall serve from the same district concurrently.

### Section 2. Officers

The organization shall have the following officers:

- a. President. The President shall be the chief executive and administrative officer of FLISA. He/she shall notice and preside at all meetings of the members and of the Executive Board. He/she shall exercise such duties as customarily pertain to the office of President. He/she may, along with the Executive Director, sign, execute, and deliver in the name of FLISA powers of attorney, contracts, bonds, and other obligations and shall perform such other duties as may be prescribed from time to time by the Executive Board or by the Bylaws.
- b. President Elect. The President Elect shall possess the power and may perform the duties of the President in his/her absence or disability and shall perform such other duties as may be prescribed from time to time by the



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Executive Board or by the Bylaws. The President Elect shall become President upon completion of the President's term.

- c. Secretary. The Secretary shall, subject to the direction of the President, keep or cause to be kept the minutes of all meetings of the members and of the Executive Board, and to the extent ordered by the Executive Board or the President, the minutes of meetings of all committees. He/she shall have custody of and general charge of the records.
- d. Treasurer. The Treasurer shall, subject to the direction of the President, have general oversight of all the funds and securities of FLISA and have general supervision of the collection and disbursement of funds of the Organization. The Treasurer shall report the financial status of the Organization on a regular basis and the status of dues paying members at each meeting.
- e. Immediate Past President. The Immediate Past President shall serve as parliamentarian and assist the President in the operation of the FLISA organization. The Immediate Past President oversees the nomination process of the Executive Board. The Immediate Past President shall be the person who last completed a full term in the office of President of the Organization prior to the term of office of the incumbent and remains a representative of a member district. He/she shall perform such duties as may be prescribed from time to time by the Executive Board or by the Bylaws.
- f. Members at Large. The Members at Large shall be designated as At Large Member I, At Large Member II, and At Large Member III. Members at Large shall have such powers and perform such duties as may be assigned them by the Executive Board or the President.

## Section 3. Executive Board

The Executive Board will consist of the officers named in Article V, Section 2. There is a goal for broad representation from different regions of the country and diverse types of districts.

- a. Terms of Office: Executive Board members shall be elected at large for two-year terms with the exception of the member elected to the office of President Elect who shall serve a six-year term, two years as President-Elect, two years as President, followed by two years as Immediate Past President. Executive Board members shall be elected at the spring meeting. The President Elect and At Large Member II shall be elected during even



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numbered years. The Secretary, Treasurer, At Large Member I, and At Large Member III shall be elected during odd numbered years. Newly elected Executive Board Members shall take office upon the conclusion of the final FLISA meeting of the spring NAFIS conference.

- b. A vacancy in the office of President shall be immediately filled by the President Elect, in which case the position of President Elect will be filled at the next regular meeting. If the office of President is vacated during the first year of the term of office, the term of the President Elect will end at the close of the second year. If the office of President is vacated during the second year of the term of office, the President Elect shall assume the duties for the remainder of that term and the subsequent term. A vacancy in any other office shall be filled at the next regular meeting. In each case, the Executive Board shall recommend a replacement to fill the remainder of the term. Nominations can also be accepted from the floor. If the immediate past president cannot serve, the next immediately past president will be asked to serve.
- c. Each spring, the Executive Board will prepare and submit to the membership a slate of candidates for open seats on the Executive Board. FLISA members may also make nominations from the floor at the spring business meeting during which the election is conducted.
- d. Order of Precedence:
  - President
  - President Elect
  - Immediate Past President
- e. The affairs of the FLISA shall be generally under the supervision and management of the Executive Board. Unless otherwise revised by the Executive Board, the order of business meeting of the Executive Board shall be:
  1. Call to Order
  2. Reports
  3. Information Items
  4. Action Items
  5. Other Business
- f. The Executive Board shall meet as necessary at the call of the President or a majority of the members of the Executive Board.
- g. A majority of the members of the Executive Board shall constitute a quorum. All decisions are made by majority vote of the Executive Board.



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- h. Committees: The President shall appoint a Budget Committee, and shall appoint such other committees as shall from time to time be determined by the President. Members of committees, unless otherwise specified, need not be members of the Executive Board but must be members of FLISA.

## **ARTICLE VI - EXECUTIVE DIRECTOR**

The Federal Lands Impacted Schools Association shall employ a part-time Executive Director who will report directly to the Executive Board. The duties of the Executive Director shall be established by the Executive Board and will be intended to support and carry out the mission and plans of the organization.

## **ARTICLE VII – FINANCES**

Section 1. Executive Board members shall not be compensated for their services.

Section 2. Expenses of the Organization, including expenses incurred by members, on behalf of the organization, shall be a charge against the revenue of the Organization when directed and approved by the Executive Board.

Section 3. The Executive Board will annually establish a budget which leads toward the accomplishment of the organization’s stated goals.

Section 4. In January of each year, the President shall appoint the Treasurer and at least two members of the Executive Board as the Budget Committee. The committee shall prepare and submit a budget for the coming fiscal year which shall begin on July 1. The budget shall be submitted to the President for the approval of the Executive Board at the Spring NAFIS Conference. The budget will be presented to the membership for approval by July of each year.

Section 5. Annual dues will be invoiced after July 1 in the following Not To Exceed Amounts:

Districts receiving \$1,000,000 per year or more.....NTE	\$ 1,000
Districts receiving \$500,000 - \$999,999.....NTE	\$ 500
Districts receiving \$250,000 - \$499,999.....NTE	\$ 250
Districts receiving \$100,000 - \$249,999.....NTE	\$ 100
Districts receiving \$99,999 or less.....NTE	\$ 50



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## **ARTICLE VIII – MEETINGS / VOTING**

Section 1. FLISA will hold a minimum of two meetings per year for all members in conjunction with the NAFIS Fall and Spring Conferences. FLISA will also meet at least once between NAFIS meetings. FLISA shall inform and receive feedback on issues subject to a vote.

Section 2. A minimum of eleven voting representatives present at any meeting of the Organization shall constitute a quorum for the transaction of business. Actions shall be determined by a simple majority vote of voting representatives present with the exception of items pertaining to Section 7002 reauthorization and formula/funding changes which require a 2/3 vote of the voting representatives present; and to enact a change in bylaws which requires a 2/3 vote of the voting representatives present (see Article XIII Section 4.).

Section 3. A notice of each meeting with a tentative agenda shall be made available to each member at least two weeks in advance of regular meetings.

Section 4. Special meetings of FLISA may be called by the President or a majority of the Executive Board with reasonable notice to members.

## **ARTICLE IX – BYLAWS**

Section 1. The Executive Board may recommend to the members such bylaws as may be desirable to achieve the purposes of the organization.

Section 2. The members may, by a 2/3 majority vote of those voting representatives present at a regular or special meeting, add, change or delete bylaws.

Section 3. The Executive Board may not take action which is inconsistent with or make changes to the bylaws adopted by the membership.

Section 4. Notice of proposed changes, along with the comments of the Executive Board and interested members shall be provided to members at least thirty days prior to the scheduled meeting or date for the mail ballot.

Section 5. Through future reauthorizations or other changes in the language of the Impact Aid Program, the SECTION number may change. At such times, these bylaws

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will be changed to reflect the current SECTION number. Such changes will not require a vote of the membership.

## **SECTION X – PARLIAMENTARY AUTHORITY**

To the extent not inconsistent with the Bylaws, or special orders of the President, meetings shall be conducted in accordance with informal, yet generally accepted practices.