

**Ohio Educational Data Systems Association**  
**Constitution**

Revised July 2005

## **Ohio Educational Data Systems Association**

The Ohio Education Data Systems Association was formed in the 1970's to serve as the "voice of computer usage in Ohio education" and to provide a common professional organization which would facilitate the communication of information relative to data processing within the administrative offices. Over the years, OEDSA has evolved into an organization that provides timely in-services (conferences) to help both the Data Acquisition Sites (OECN) and district staff, along with others in the education environment, in the use of software, hardware and other related topics.

**WORKING DRAFT COPY -FOR DISCUSSION PURPOSES**

**ARTICLE I –NAME**

The name of this organization shall be the OHIO EDUCATIONAL DATA SYSTEMS ASSOCIATION.

**ARTICLE II –PURPOSE**

The purpose of the Ohio Educational Data Systems Association shall be:

1. To provide a common professional organization which will facilitate the communication of information relative to data processing and technology to all facets of Ohio School districts and associated organizations.
2. To encourage the establishment and continued development of total, comprehensive, integrated data processing and computer-based information systems within Ohio school districts and associated organizations.
3. To foster understanding of data processing and technology among Ohio school districts and associated organizations.
4. To serve as a source of consulting in the area of data processing and technology computing to public agencies desiring such service.
5. To provide appropriate advisement and input related to preset or potential policies and procedures associated with the use of data processing and technology in support of Ohio school districts and associated organizations.

**ARTICLE III –MEMBERSHIP**

**Section A**

Membership in the Ohio Educational Data Systems Association shall be of two Classes:

1. Regular Members shall be individuals who are classified as an employee of Ohio school districts and associated organizations. Each Regular Member is eligible to cast one vote for each ballot item referred to the General Membership for approval.
2. Vendor Members shall be individuals engaged primarily in providing personal or marketing services to the educational community. Vendor Members may not cast any votes for items referred to in General membership for approval.

**Section B**

The membership year of the Association is July 1, through June 30, inclusive.

**Section C**

All membership in this Association is subject to majority vote of the Board of Directors.

#### Section D

Termination of membership shall be for any of the following reasons:

1. Non-payment of dues and fees.
2. Resignation from a position which qualifies an individual for membership.
3. Unprofessional conduct. Reinstatement must be approved by a four-fifths vote of the Board of Directors.

#### **ARTICLE IV -DUES AND FEES**

##### Section A

All membership dues shall be established by the Board of Directors. Establishment of dues requires a majority vote of the Board of directors. Established dues remain in effect until further action is taken to alter the dues structure.

##### Section B

All fees for conferences, seminars and all other related activities of the Association requiring such shall be established by a majority vote of the Board of Directors.

#### **ARTICLE V -OFFICERS AND DUTIES**

##### Section A

Officers of the Association shall consist of a President, President-Elect, Administrative Secretary, Treasurer, and immediate Past President and eight (8) Directors. With the exception of the President, the immediate Past President and the Administrative Secretary, all officers are elected. The President-Elect shall be elevated to the Office of President on year after election. The Administrative Secretary is appointed by the President and confirmed by the Board of Directors annually. The term of all Directors shall be for three years.

##### Section B

Duties of Association officers are as follows:

1. President:
  - (a). Act as presiding officer at all regular and special meetings of the Association.
  - (b). Act as presiding officer at all regular or special Board of Director meetings.
  - (c). Direct all activities of the Association.
  - (d). Appoint members to all standing and special committees.
  - (e). Serve as ex-officio member of all committees.
  - (f). Approve publications.
  - (g). Fill by appointment all vacancies in office.

- (h). Represent the Association with all other associations and at all public meetings and conferences.

2. President-Elect:

- (a). Serve as presiding officer in the absence of the President.
- (b). Succeed to the office of President and serve until expiration of his/her elected term in the event that the office of President is vacated.
- (c). Perform such other duties as the President or the Board of Directors shall assign.

3. Administrative Secretary:

- (a). Serve as presiding officer at all Association meetings in the absence of the President and President Elect.
- (b). Record all minutes of each business meeting of the Association and the Board of Directors and furnish the President with a copy of such.
- (c). Conduct all correspondence for the Association under the direction of the President and the Board of Directors.

4. Treasurer:

- (a). Receive and payout all moneys belonging to the Association.
- (b). Keep accurate account of receipts and expenditures.
- (c). Keep a file of receipts, bills and cancelled checks and bank statements.
- (d). Present a report at each meeting of the general membership and the Board of Directors.
- (e). Submit for annual audit the accounts of the Association.
- (f). Succeed to the office of President and serve until the next general election in the event that the office of President becomes vacant and the office of President -Elect is also vacant.
- (g). Follow established procedures for the depositing of funds and the maintenance of Association properties.

5. Directors:

- (a) Attend regular board meetings and other meetings as necessary.
- (b) Perform duties assigned by President or Committee Chair.
- (c) Shall review and act upon all official business of the Association.

Section C

The Board of Directors of the Association shall consist of all elected officers as defined in ARTICLE V, Section B, and the immediate Past-President of the Association.

#### Section D

All candidates for office, elective or appointed, must:

1. Hold current, active membership in the Association.
2. Be classified as a Regular Member of the Association. Individuals holding Vendor membership are not eligible for elective office or committee membership of the Association.

#### Section E

All Board Members are expected to fulfill the duties and assignments as outlined in ARTICLE V, Section B. Failure to do so can result in removal from the board. Removal must be approved by a two-thirds vote of the Board of Directors.

### **ARTICLE VI –COMMITTEES**

#### Section A

The President shall appoint from the current membership of the Association members to committees commissioned by the Board of Directors.

#### Section B

Duties, responsibilities and activities of committees shall be defined by the President and the Board of Directors.

### **ARTICLE VII –MEETINGS**

#### Section A

The Association shall hold a General business Meeting in conjunction with the annual conference.

#### Section B

The time, date, location and program of all other meetings and seminars of the Association shall be determined by the Board of Directors.

#### Section C

The President shall call the meetings of the Board of Directors. There shall be a minimum of four meetings during the fiscal year of the Association.

### **ARTICLE VIII –PROCEDURES**

#### Section A - Quorum of the Board of Directors

A quorum of the Board of Directors shall be a majority of the voting membership of the Board of Directors. Each voting Board member present shall be entitled to one vote.

#### Section B - Quorum of the General Membership

A quorum of the General membership shall be those present and voting at any general meeting of the Association established by the Board of Directors.

#### Section C - Fiscal Year Definition

The fiscal year of the Association shall be July 1 thru June 30th inclusive.

#### Section D - Election of Officers

A nominating committee shall be appointed by the President. The nominating committee's proposed slate of candidates must be presented to the board of Directors prior to the spring Board of Director's meeting. The candidates will be voted on at the general business meeting. Newly elected officers and Board members will be installed at the June Board of Directors' meeting.

#### Section E - Authority of Establishment and Promulgation of Rules

Matters and issues before the Association which are not provided for by terms of this Constitution and interpretations of the Constitution shall be resolved by the Board of Directors-through written Rules. All such Rules remain in effect until the next meeting of the general membership at which time the membership must vote to amend, rescind or continue such as Standing Rules of the Association. Such Rules, upon a vote of the general membership, may be offered as amendments to and become part of this Constitution.

#### Section F - Constitutional Amendments

Proposed amendments to this Constitution must be submitted in writing to the President of the Association for presentation to the Board of Directors. All proposed amendments must then be submitted in writing to the general membership, with recommendation by the Board of Directors, at the next General Business Meeting and voted upon at that time. A four-fifths majority of membership present and voting is required to amend.

#### Section G - Appropriation Adoption and Expenditure Authorities

The Board of Directors shall establish and approve a fiscal budget for OEDSA and its operations. Financial commitments of less than \$250 per transaction may be transacted with the joint approval of the President and Treasurer without formal action of the Board of Directors, provided said transaction(s) will not exceed, or cause to exceed, the budgeted amount for the appropriate line item of the budget.

The Board of Directors must approve all other expenditures or financial commitments/arrangements.

### **ARTICLE IX – DISSOLUTION**

The Ohio Educational Data Systems Association is organized exclusively for charitable and educational purposes within the meaning of section 501(c)(3) of the Code.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.

No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.