

Constitution

as recommended by the
Board of Directors

2020

Approved by the Membership
June 5, 2020

**CONSTITUTION
OF THE
ASSOCIATION
OF
SCHOOL BUSINESS OFFICIALS OF OKLAHOMA**

**ARTICLE I
Name**

The name of this Association shall be **The Association of School Business Officials of Oklahoma.**

**ARTICLE II
Fiscal Year**

The fiscal year of the Association shall begin on July 1 and end June 30 in each year.

**ARTICLE III
Mission**

Section 1. The mission of the Association shall be:

- (a) To enhance school leadership teams by linking decision-making with effective management of resources, striving for quality in education;
- (b) To cooperate with other concerned educators, professionals, and organizations;
- (c) To help members strive for increased efficiency in the business affairs of each school district; and
- (d) To promote membership and participation in ASBO International.

**ARTICLE IV
Membership**

Section 1. Active Membership

Any individual who is employed by a public school, technology center, private school, charter school, or parochial school, college or university and who is performing school business functions in an administrative or supervisory capacity or serving as a college or university faculty member of school business or educational administration is eligible for active membership. Additionally, individuals employed by the Oklahoma State Department of Education or the Oklahoma

Department of Career and Technical Education may become active members. A school district may purchase a membership and designate an appropriate number of business officials to represent the school, The school may transfer the membership to another eligible business official in the event the designated official(s) leaves employment with the district.

Section 2. Life Member

In recognition of service to the Association, members who have completed one full year of service as president of the Association will, upon completion of the year, be admitted to lifetime honorary membership. Annual dues and meeting registration fees of a life member shall be waived by the Board of Directors.

Section 3. Emeritus Member

An individual who was an Active Member at the time of retirement and is not employed in any area of school management or related endeavors is eligible to become an Emeritus Member.

Section 4. Associate Business Member

An individual or an individual of a business commercially interested in the field of school business management; including exhibitors, business firms, advertisers, professional engineers, architects, certified public accountants, or other business-related professionals, are eligible to become an Associate Business Member.

**ARTICLE V
Admittance to Membership**

Section 1. Qualifications

- (a) Meeting the qualifications stated in Article IV.
- (b) Payment of annual dues which cover the fiscal year.

**ARTICLE VI
Officers and Board of Directors**

Section 1. The officers of the Association shall be:

The President, President-Elect, and Vice President shall be the officers of the Association of School Business Officials of Oklahoma. These Officers shall be the most senior members of the Board of Directors, respectively, for each office (except for the immediate past president). They shall assume the official duties of the office on July 1. The President-Elect and Vice President, in that order, shall exercise all functions of the Association in the absence of the President.

Section 2. Board of Directors' Duties and Authority

The Board of Directors shall consist of the officers stated in Article VI, the immediate Past President, and three Directors. There shall also be an ex-officio member of the Board of Directors selected from the Associate Business Membership. Any Board of Director of the International Association of School Business Officials shall concurrently hold an Ex-officio membership on the Board of Directors of the Oklahoma Association.

The Associate Business Member Board of Directors shall have a three-year term and may run for two consecutive terms. This Board of Director shall be chosen by the other Board of Directors and recommended to the membership for election, as other board members are elected.

Four or more Directors in a meeting shall constitute a quorum sufficient for the transaction of any or all business.

After a three-year term as a member of the Board of Directors of the Association, each member shall continue additional one-year terms as Vice President, President-Elect, President, and immediate Past President, consecutively. A Board of Director is committed to a seven-year term.

The term of a Board of Director shall end on June 30, and the Board of Director elected during the spring meeting, or alternate election shall take office July 1 each year.

When a Director resigns, a replacement shall be appointed at the next scheduled Board of Directors' meeting, will take office immediately, and shall become the junior member of the Board of Directors. The standing Directors will move forward to fill the vacancy created by the resigning Director.