

**ED-RED Organizational Bylaws
2019 Executive Board**

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ORGANIZATIONAL OBJECTIVES AND ACTIVITIES

Mission: An essential voice advocating for the diverse needs of suburban public schools.

We Believe:

- In a comprehensive education system supporting life-long learning.
- It is the responsibility of public education to support all aspects of student learning.
- A local school district must have the ability to make educational and fiscal decisions appropriate for its school community.
- The State must provide adequate financial support for all public schools.
 - Funding for public schools must be stable, reliable, and predictable.
 - The state must fully fund the additional costs for programs that support special education and at-risk students.
 - All state mandates should be fully funded.

Vision and Strategic Goals:

- 1) To develop and nurture collaborative relationships with state agencies, advocacy groups, and other organizations to accomplish mutual objectives to inform and communicate proactively with member districts on the legislative process and pending legislation;
- 2) To research, prioritize, develop and initiate legislation advantageous to member districts and to advocate for or against pending legislation affecting member districts;
- 3) To develop and nurture collaborative relationships with state agencies, advocacy groups, state legislators and legislative staff, and other organizations for advocacy efforts and to accomplish mutual objectives.

MEMBERSHIP CRITERIA

A public-school district may be considered for membership provided that the request is from a high school district, an elementary district, a unit district, an Intermediate Service Center, or a Special Education Cooperative serving the suburban area.

The ED-RED Executive Board will make the final determination on membership.

ADMINISTRATIVE DISTRICT

The ED-RED school district that houses the ED-RED office(s) shall be designated as the Administrative District.

The Administrative District shall provide, at a mutually agreed rental rate, two office spaces and use of the Board Room for meetings. The Administrative District shall be reimbursed for other services provided for the activities of ED-RED. The Treasurer of the Administrative District shall serve as treasurer for ED-RED and will be authorized to sign checks.

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The Superintendent (or Superintendent's designee) of the Administrative District shall be ex-officio member of the ED-RED Executive Board.

EXECUTIVE BOARD

Executive Board Composition and Responsibilities:

- The Executive Board shall consist of the ED-RED Chair, Vice-Chair, and ten additional individuals from ED-RED member districts.
- The Executive Board shall include six (6) school board members and six (6) administrators - one of which shall be a school business official.
- The superintendent of the administrative district or his or her designee shall serve as an ex-officio member of the Executive Board.
- Executive Board members shall serve on the board for a limit of four (4) consecutive terms where 1 term consists of two (2) years. The members may serve, as approved by the majority of the Executive Board, until a replacement member has been selected and approved.
- The Executive Board shall meet a minimum of six (6) times per school year.
- A quorum is defined as the majority of members seated on the Executive Board.
 - A quorum is required to approve a policy position or financial decision.
 - Members may participate by other means including video conference and conference call.

Duties of the Executive Board shall include:

- Review monthly financial reports.
- Prepare and adopt an annual organization budget.
- Hire and evaluate the Executive Director annually.
- Review and authorize outside compensated consulting activities of the Executive Director.
- Recommend dates, program, topics, and potential speakers for meetings of ED-RED membership..
- Conduct review of the organization's bylaws at minimum bi-annually. The Executive Board has the discretion to revise the bylaws more frequently, if needed, and maintains the final authority to revise the bylaws.
- The entire Executive Board shall serve on the Nominating Committee to fill vacancies on the Board
- Recommend special activities.
- The Executive Board and Executive Director hold the primary responsibility of establishing positions on legislation.
- The Executive Board shall establish the membership dues and may set the dues subject to the passage of a Board resolution. The current dues are set forth in Appendix A to these Bylaws.

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DUTIES OF ED-RED OFFICERS

The ED-RED Chair shall:

- Preside at ED-RED Executive Board meetings.
- Work closely with the ED-RED Executive Director on member school district activities.
- Conduct all other activities delegated to the Chair by the ED-RED Executive Board.

The ED-RED Vice-Chair shall assume the responsibilities of the Chair in the Chair's absence or when otherwise appropriate.

The Chair and Vice-Chair shall be elected by the ED-RED Executive Board and serve a two-year term. The Chair and Vice-Chair positions shall be occupied by school board members.

BUDGET POLICY

The ED-RED fiscal year begins July 1 and ends June 30. The Executive Board shall prepare an annual organization budget in consultation with ED-RED staff. ED-RED staff will present the budget to member school districts during the last meeting of ED-RED membership of the fiscal year for review and feedback. The Executive Board shall approve the annual organization budget prior to July 1.

ED-RED shall keep at least 10% of its annual budget in reserve.

MEETING DESCRIPTIONS AND CHARGES

ED-RED MEETINGS - STAFF RESPONSIBILITIES:

- Schedule and facilitate regular meetings of ED-RED membership each school year focusing on organizational and education policy issues affecting member districts including an update on ED-RED advocacy efforts and current legislative issues.
- Send agendas to member school districts at least one week in advance of meetings of ED-RED membership with information about the program topic.

ED-RED MEETINGS - MEMBER RESPONSIBILITIES:

- Receive and take action on minutes from prior meeting.
- Recommend policy issues to study and pursue in the next legislative session. The Executive Board and Executive Director hold the primary responsibility of establishing positions on legislation and initiating legislation, with the consultation of member school districts through meeting discussions, *From the Floor to Your Door* newsletters, and member surveys.

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- Provide feedback on policy positions and information on current legislation specific to their district to assist ED-RED's advocacy efforts.
- Provide recommendations for upcoming speakers or meeting topics.
- Provide recommendations for ED-RED special events (legislator forums, legislative workshops).
- Provide suggestions for ED-RED Rep trainings.
- Those present at the last meeting of ED-RED membership of the fiscal year will review and provide feedback on the tentative ED-RED budget for the upcoming fiscal year (as recommended by the Executive Board) prior to adoption by the Executive Board.

NOMINATING COMMITTEE

The Nominating Committee shall recommend nominations for membership to the ED-RED Executive Board. The Nominating Committee shall consist of the entire Executive Board.

PROCESS FOR AMENDING BYLAWS

Prior to adopting revisions to the bylaws, the proposed changes will be reviewed by members during at least one ED-RED meeting. Members will be encouraged to provide feedback on the recommended changes. The ED-RED Executive Board holds the final authority to revise the bylaws.

Date of last review by ED-RED Membership: January 12, 2018

Date of adoption of changes by ED-RED Executive Board:

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ED-RED's current dues are set forth in Appendix A to these Bylaws.

Appendix A

DUES AND BILLING

Membership Dues are the major source of revenue for ED-RED and are determined based upon budget considerations and policy.

- Each ED-RED member school district shall be required to pay annual membership dues.
- Member school districts are billed by the ED-RED office in May of the preceding fiscal year.
- Each member shall join the organization as an individual entity.

Dues Rate Effective Fiscal Year 2016 (July 1, 2015):

Elementary District Population	Dues Rate
Under 1,000 students	\$1,500
1,001-1,999 students	\$2,250
2,000 or more students	\$3,500
High School/Unit Districts	\$5,000
Special Ed Cooperatives	\$3,000
Intermediate Service Centers	\$3,000