

**“PROPOSED” REVISED CONSTITUTION OF THE
CALIFORNIA ASSOCIATION OF SUPERVISORS OF
CHILD WELFARE AND ATTENDANCE
SOUTHERN SECTION**

Proposed Revised Constitution Submitted to Southern Section Membership February 2018
Jenifer Mendel, President
Buena Park, California

The California Association of Supervisors of Child Welfare and Attendance (CASCWA) is an organization comprised of school and community professionals who are dedicated to improving school climate, safety, and increasing school attendance. CASCWA is made up of four regional sections in California: Bay, Delta-Sierra, San Joaquin, and Southern.

ARTICLE I. NAME

The organization shall be known as the California Association of Supervisors of Child Welfare and Attendance, Southern Section and hereafter shall be referred to as the Association.

ARTICLE II. AUTHORITY AND COMPOSITION

Approved by the State California Association of Supervisors of Child Welfare and Attendance and hereafter shall be referred to as the State Association.

The Association is composed of the following counties: Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Santa Barbara, and Ventura.

ARTICLE III. PURPOSE

The purpose of the Association shall be to promote the work of Child Welfare and Attendance/ Student Services personnel and to raise the professional level of its members. Specifically, the Association shall:

- A. Identify and disseminate timely and relevant information to all members that will be helpful to them in the performance of their duties. (This information may be provided through a newsletter, posting on the State Association’s website, email communications, workshops, or by other means.)
- B. Promote the development of programs that will improve student attendance.
- C. Promote the development of a unified, all agency approach, in order to work with students in the community.
- D. Promote the development of guidance and counseling programs to meet the needs of all students.

- E. Promote the development of systems and programs, in collaboration with county and community agencies, that work to create positive school climates that addresses both the physical safety and social-emotional well-being of all students and staff.
- F. Participate in the development of curricular programs, which are attractive to students and thereby motivate young people to remain in school.
- G. Advocate and assist in the development and maintenance of student records in the schools and community.
- H. Develop and promote legislation that will improve services to students and members of the Association.
- I. Work with employers, labor commissioners, and others to improve services to employed students.
- J. Create an awareness among school personnel, community people, and the student's home as to the functions performed by Child Welfare and Attendance/Student Services personnel.

ARTICLE IV. MEMBERSHIP

Membership in the Association shall include, but not be limited to, individuals who: are presently employed or actively in pursuit of a career in the public schools of California in the fields of Child Welfare and Attendance/Student Services; are employed in city, county, and state agencies and have responsibilities concerning Child Welfare and Attendance/Student Services; and have an active interest in issues related to Child Welfare and Attendance/Student Services.

ARTICLE V. ORGANIZATION

Section 1: Structure

The Association shall consist of two governing bodies: the Executive Board and the Board of Directors. The Executive Board shall consist of the duly elected officers and the Immediate Past-President. The Board of Directors shall consist of the Executive Board, Members-at-Large, Area Representatives, and Chairpersons of all standing committees who are appointed by the President, with the approval of the Executive Board.

Section 2: Officers

The elected officers shall be the President, President-Elect, Vice-President, Secretary and Treasurer. Any candidate for office must be an active member in good standing for a minimum of six (6) months, must be at least eighteen (18) years of age, and must have served in a leadership capacity in the Association.

Section 3: Elections

Candidates for an elected office shall be presented by the Nominations Committee at the regular meeting in February. Candidates must have given their permission to run, verbally or in writing. The election of officers shall take place before the last Association meeting of the current school year.

Section 4: Terms of Office

Elected officers shall take office at the close of the last Association meeting of the current school year and shall serve a term of two years.

Section 5: Signing Officials

The only Association members authorized to use their signature for Association business are as follows, except as noted elsewhere in the Constitution:

- A. Checks drawn upon the funds of the Association shall require the signature of the Treasurer.
- B. The President shall be empowered to sign checks in payment of bills as authorized by the Board of Directors in lieu of the Treasurer, if for any reason it is not possible or expeditious for the Treasurer to do so.
- C. Any document committing the Association to a plan of action shall require the signature of the person to whom the Board of Directors has delegated authority to execute such documents.
- D. Signing officials shall not be related by marriage, blood or cohabitation.

Section 6: Indemnification

The Association agrees to indemnify, defend and save harmless its agents (*i.e.*, officers elected and appointed to the Board of Directors) from and against all liability, loss, cost or expenses (including attorney's fees) by reason of liability imposed upon the Association, arising out of or related to the Association's activities, whether caused by or contributed to by the agents indemnified herein, unless caused by the sole negligence of the agent indemnified herein.

The Association shall have the power to purchase and maintain insurance on behalf of any of its agents to the fullest extent permitted by law, against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, or to give other indemnification to the extent permitted by law.

Section 7: Governing Rules

The rules contained in the latest edition of *Robert's Rules of Order* shall govern the Association in all cases to which they were applicable.

ARTICLE VI. MEETINGS

Meetings of the Board of Directors shall be scheduled at least four (4) times during the school year and are open to active members of the Association. The Executive Board shall meet at its discretion.

ARTICLE VII. QUORUM

A simple majority shall constitute quorum at any meeting.

ARTICLE VIII. AMENDING THE CONSTITUTION

Section 1: Amending the Constitution

The Constitution may be amended by a majority of the Association's membership, voting on ballots sent to each member by the Secretary of the Association. Ballots shall have a deadline for submission to include a two-week window.

Section 2: Revised Constitution

Immediately following any amendment or revision of the Constitution, the Secretary shall be responsible for the posting of the revised Constitution on the State Association's website and preservation thereof.

The revised copy of the Constitution shall bear: the date of the revision; the name of the Association President on that date; and the location of the Board meeting where the revisions were declared official.

ARTICLE IX. GENERAL PROVISIONS

The Association does not discriminate on the basis of a person's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.