

Constitution and By-Laws

North Dakota School Counselor Association Constitution (Amended March 2019)

ARTICLE I

NAME AND PURPOSES

Section 1

The name of the association shall be the North Dakota School Counselor Association (NDSCA), a state division of the American School Counselor Association (ASCA), and an affiliate of the North Dakota Counseling Association (NDCA).

Section 2

The purposes of NDSCA shall be:

1. To foster a close personal and professional relationship among school counselors and in other settings.
2. To advance the profession of counseling in order to maximize the educational/academic, occupational, and personal-social growth of each individual.
3. To improve the standards of school counseling and the relationships with other pupil personnel services for students in elementary, middle school/junior high, secondary, and post-secondary settings.
4. To assume an active role in helping people to understand and improve such services.
5. To develop, implement, and/or foster interest in career development programs.
6. To provide educational, professional, and information services to the members.

ARTICLE II

MEMBERSHIP

Membership in NDSCA shall be open to anyone who is engaged in guidance or allied services provided the individual meets the requirements set forth in the bylaws.

ARTICLE III

NDSCA OFFICERS

Section 1

Officers and terms of office.

1. The officers of NDSCA shall be President, President-Elect, Immediate Past-President, four Vice-Presidents, Secretary, and Treasurer.
2. All officers of NDSCA, except the Secretary and the Treasurer, shall be elected at large from among eligible members of NDSCA. The Secretary and the Treasurer shall be appointed by the President, with the approval of the Executive Committee, and each shall serve a term of three years.
3. The President-Elect shall automatically become President two years after the commencement of the term of office as President-Elect, or upon the death or resignation of the President.
4. The immediate Past-President shall serve for two years following the expiration of the term as President.
5. There shall be four (4) Vice-Presidents elected at large. They shall be responsible for generating interest and activities within the following four work settings; elementary (Including preschool), junior high/middle school, secondary, and post-secondary. A person elected to a position of Vice-President shall be employed as a counselor in the work setting to be represented, Vice-Presidents shall be elected for a two-year term.
6. The term of the governing board and standing committees shall coincide with the fiscal year of this association.
7. The term of office for any elected official shall coincide with the fiscal year of this association.

Section 2

Nominations and Elections of Officers

1. The officers of the association shall be elected annually, at large, at the NDCA Mid-Winter Conference.
2. The Nominations and Elections Committee shall determine the eligibility of nominees.
3. If any officer elected should be unable to assume office by the beginning of the association's fiscal year or to complete a term of office, the Governing Board shall have the authority to fill the vacancy

Section 3

Governing Board Composition and Function

1. The Governing Board shall consist of the officers of the association and the Chairpersons of the standing committees.
2. The Governing Board shall conduct the business affairs of the association but shall not take any action contrary to decisions or policies adopted by the general membership.

3. The President and Governing Board will appoint such standing committees or other units as are needed for carrying out the work of the association.

Section 4

Executive Committee Composition and Function

1. The Executive Committee of the Governing Board shall consist of the President, President-elect, Immediate Past President, secretary, treasurer, and any additional members appointed by the President. The purpose of the Executive Committee is to act for the Governing Board during intervals between its meetings but within the limits of any decisions or policies adopted by either the general membership or the Governing Board.

ARTICLE IV

MEETINGS

Section 1

Conventions, conferences, and other meetings of the association shall be held at such time and place as shall be determined by the Governing Board.

Section 2

The Governing Board shall meet at least once a year. Other meetings of the Governing Board can be held at the call of the President.

ARTICLE V

AMENDMENTS AND ADOPTION

Section 1

Amendments to this constitution may be proposed by an individual member, provided the individual member has the signatures of at least fifteen members. Amendments may also be proposed by the Governing Board. A copy of the amendment as proposed by the individual member must be presented to the Governing Board at least thirty (30) days prior to the special or annual meeting of the association. An affirmative vote of two-thirds of the members present and voting, or two-third affirmative vote by mail of members of the association actually voting, shall be necessary for the adoption of such amendments.

Section 2

The Constitution and bylaws of this association shall be published in their entirety from

time to time and shall be available to a member upon request.

ARTICLE VI

FISCAL YEAR

The fiscal year begins July 1 and ends June 30.