

# **National Social Studies Supervisors Association**

## **Constitution**

### **I. Title**

The name of this organization shall be the National Social Studies Supervisors Association (NSSSA) of the National Council for the Social Studies (NCSS).

### **II. Purpose**

The purposes and objectives of NSSSA shall be to:

- A. Promote the common interests of social studies supervisors and leaders;
- B. Encourage and assist in the development of sound supervisory practices that will promote improvement of social studies instruction;
- C. Promote membership in NSSSA and NCSS; and,
- D. Assist in the formation of state and local affiliates of social studies supervisors and leaders.

### **III. Membership**

Membership shall be open to supervisors, administrators, teachers, and others who are members of NCSS and have or aspire to have responsibilities for the development, implementation, and supervision of social studies curriculum and instructional programs.

### **IV. Organization**

- A. This group shall be organized autonomously as an Associated Group within the framework of NCSS and shall establish a continuing liaison with the NCSS office to maintain communication. It shall be entitled to the rights, privileges, and services that such membership affords.
- B. Governance of NSSSA shall be vested in a Board of Directors elected by the membership.
  1. The Board of Directors shall consist of no fewer than eleven nor more than thirteen members.
  2. A candidate for the Board of Directors shall be a current member of the association who has demonstrated active participation in NSSSA.
  3. Four members shall be elected each year at the annual business meeting for a three-year term.
  4. A term shall begin at the NSSSA post-conference board meeting following the election and shall end three years hence at the post-conference board meeting.
  5. No member shall be elected to the Board of Directors for more than two consecutive three-year terms.
  6. To achieve geographic representation on the Board of Directors, no more than two elected members from the same state shall serve at the same time.
  7. The President, with the consent of the Board of Directors, shall appoint a member from the general membership to fill any vacancy.
  8. A member appointed to the Board of Directors is eligible to be elected for up to two consecutive three-year terms.
- C. The duties of the Board of Directors shall be to:

1. Meet at least twice each year to conduct the business of the association;
  2. Establish policies and procedures which guide the effective operations of the association;
  3. Adopt a fiscally responsible annual budget;
  4. Establish dues and fees;
  5. Approve appointments of the President;
  6. Communicate regularly with members through a variety of means on issues of interest and importance to members; and,
  7. Maintain affiliation and communication with NCSS.
- D. The Board of Directors shall elect officers from among its members for one-year terms.
1. The officers of the association shall be the President, President-Elect, Past-President, Secretary, and Treasurer.
  2. The election of officers shall take place after the NSSSA annual business meeting of the association, but prior to the close of the NCSS Annual Conference.
  3. The officers shall constitute the Executive Committee of the NSSSA Board of Directors.
  4. Between meetings of the Board of Directors, the Executive Committee shall be empowered to decide on matters of immediate importance. Decisions reached shall be discussed at the next board meeting.
  5. In the case of a vacancy in the office of President, the President-Elect shall fill the remaining term of the President and shall then serve full terms as President and Past-President.
- E. The Board of Directors shall have the authority to remove Board members, coordinators, or other appointees for failure to fulfill their duties or for other grave reasons. Removal requires a three-fourths vote of the Board.
- F. Duties of Officers
1. The duties of the President shall be to:
    - a. Serve as the executive officer of NSSSA;
    - b. Serve as the official spokesperson for the association in all matters, and promote the purposes of NSSSA;
    - c. Make appointments and fill vacancies as authorized by the Board of Directors;
    - d. Coordinate the nomination and election of officers for the Board of Directors; and,
    - e. Perform other duties specified by the NSSSA Board of Directors and as described in the policies and procedures.
  2. The duties of the President-Elect shall be to:
    - a. Perform the duties of the President in the absence of the President;
    - b. Coordinate the NSSSA annual conference; and,
    - c. Perform other duties specified by the President and Board of Directors and as described in the policies and procedures.
  3. The duties of the Past-President shall be to:

- a. Coordinate the nomination and election of members for the Board of Directors;
  - b. Coordinate the selection process for NSSSA awards; and,
  - c. Perform other duties specified by the President and Board of Directors and as described in the policies and procedures.
4. The duties of the Secretary shall be to:
- a. Serve as the official recorder for all meetings of NSSSA; and,
  - b. Perform other duties specified by the President and Board of Directors and as described in the policies and procedures.
5. The duties of the Treasurer shall be to:
- a. Receive and authorize the disbursement of funds on behalf of NSSSA;
  - b. Present a written financial report at meetings of the Board of Directors and the NSSSA annual business meeting of the association;
  - c. Prepare an annual budget for consideration by the Board of Directors at a meeting prior to the beginning of the fiscal year; and,
  - d. Perform other duties specified by the President and Board of Directors and as described in the policies and procedures.
- G. The Board of Directors shall appoint coordinators to fulfill special functions.
- 1. Coordinators will serve a three-year term, unless otherwise specified at the time of appointment.
  - 2. Coordinators shall serve as ex officio members of the Board of Directors.
- H. NSSSA shall be represented in the NCSS House of Delegates (HOD) in the manner described in the NCSS constitution.
- 1. A Delegate-at-Large and Delegate(s) shall be appointed in accordance with provisions of the Constitution.
  - 2. Representation shall consist of one (1) Delegate-at-Large and a number of additional Delegates as determined by the House of Delegates membership formula.
  - 3. Delegate-at-Large
    - a. The Delegate-at-Large shall be appointed by the President, with the consent of the Board of Directors, for a term of three (3) years.
    - b. The Delegate-at-Large may be appointed to serve one additional term.
  - 4. Delegate(s)
    - a. A Delegate shall be appointed by the President, with the consent of the Board of Directors, for a term of one year.
    - b. A Delegate may be appointed to serve additional terms, but shall not serve more than a total of six (6) one-year terms.

## **V. Operations**

### **A. NSSSA Meetings**

- 1. NSSSA shall hold regular business meetings of the association and of the Board of Directors.

2. Meetings of the association and of the Board of Directors shall be conducted in accordance with Robert's Rules of Order.

**B. Meetings of the association's members**

1. NSSSA shall hold at least one annual business meeting of the association during the week of and at the site of the NCSS Annual Conference.
2. Special meetings may be called by the Board of Directors on petition by twenty percent (20%) of the current membership.
3. Voting at the annual business meeting shall be restricted to members of NSSSA.
4. For meetings of the association, a quorum shall consist of those members present.

**C. Meetings of the NSSSA Board of Directors**

1. A business meeting of the Board of Directors shall be held during the week of and at the site of the NCSS Annual Conference.
2. The Board of Directors shall hold at least one additional business meeting before the end of the fiscal year to review finances and approve the annual budget for the next fiscal year.
3. Voting at Board of Directors meetings shall be restricted to elected members of the Board of Directors.
4. For meetings of the Board of Directors, a quorum shall consist of those elected members present.
5. Ex officio members of the Board of Directors:
  - a. may bring issues before the Board for consideration and action;
  - b. may participate in discussions of the Board; and,
  - c. may not initiate, second, or vote on motions under consideration by the Board.

**VI. Amendments**

- A. An amendment may be proposed by the Board of Directors or by a petition to the Board of Directors. To be valid, a petition shall contain signatures of at least twenty percent (20%) of the current NSSSA members. The signatories shall be drawn from at least five (5) states.
- B. The Board of Directors shall submit the proposed amendment to the current membership at least thirty (30) days prior to the annual business meeting.
- C. An amendment shall be ratified by a two-thirds (2/3) majority of the members present at the NSSSA annual business meeting.

**VII. Dissolution**

- A. NSSSA may be dissolved by a three-fourths (3/4) vote of the members and similar concurrence by the Board of Directors, or upon the action of NCSS in accordance with its policies and procedures.
- B. Upon dissolution, NSSSA funds will first be used to satisfy any outstanding indebtedness of the association and Board of Directors incurred in the course of their duties, with remaining funds reverting to NCSS.

Adopted in Seattle, WA  
November 15, 2012