

**New Mexico Association of Student Councils**  
**Constitution**  
(Approved October 2019)

**Article I**  
**Name**

The name of this organization shall be the New Mexico Association of Student Councils (NMASC).

**Article II**  
**Purpose**

The purpose of the NMASC is:

- A. To provide a voice and reflect the views of the youth of New Mexico.
- B. To promote the growth of the student councils within the state by providing leadership training and the exchange of ideas.
- C. To act as a central agency for the collection and distribution of materials relating to student council work.
- D. To encourage and coordinate the undertaking and completion of worthy projects and activities at the local, district, and state levels.
- E. To encourage the betterment of human relations and accordingly consider the dignity and worth of individuals within the schools of New Mexico.

NMASC is organized exclusively for charitable and educational purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**Article III**  
**Membership**

Membership in the NMASC shall be open to all middle level, junior high, mid-high, and high schools in the public, private, and parochial schools in the State of New Mexico. This shall include charter schools and home schools.

**Article IV**  
**Officers and Members of the Executive Board**

The executive board shall have the following members:

Section 1: Voting Members

- A. Four (4) student officers: president, first vice-president, second vice-president, and secretary
- B. Four (4) adult advisors: advisor to the president, advisor to the first vice-president, advisor to the second vice-president, advisor to the secretary
- C. Executive director
  - a. The executive director only votes in the case of a tie of the student officers and adult advisors.

Section 2: Non-Voting Members

- A. State conference student coordinator
- B. State conference advisor coordinator

**Article V:  
Duties of NMASC Executive Board**

Section 1: President

- A. To preside over all NMASC meetings and all executive board meetings.
- B. To collaborate with the executive director in planning an agenda for executive board meetings.
- C. To represent the NMASC at all designated public occasions.
- D. To communicate with NMASC member schools using board-approved forms of communication.
- E. To turn over all official NMASC records to his/her successor and/or the executive board.
- F. To perform other duties as directed by the NMASC Board.
- G. To attend all NMASC events as designated in the NMASC By-laws.

Section 2: First Vice-President

- A. To perform all duties of the president in his/her absence.
- B. To collaborate with the Executive Advisor to the 1<sup>st</sup> Vice President on conducting NMASC elections.
- C. To communicate with NMASC member schools using board-approved forms of communication.
- D. To turn over all official NMASC records to his/her successor and/or the executive board.
- E. To perform other duties as directed by the NMASC Board.
- F. To attend all NMASC events as designated in the NMASC By-laws.

Section 3: Second Vice-President

- A. To serve in the absence of the first vice-president.
- B. To collaborate with the Executive Advisor to the 2nd Vice President on promoting the NMASC state project.
- C. To serve as parliamentarian of the NMASC.
- D. To communicate with NMASC member schools using board-approved forms of communication.
- E. To turn over all official NMASC records to his/her successor and/or the executive board.
- F. To perform other duties as directed by the NMASC Board.
- G. To attend all NMASC events as designated in the NMASC By-laws.

Section 4: Secretary

- A. To keep and make available the minutes of all NMASC and all executive board meetings, in collaboration with the Executive Advisor to the Secretary.
- B. To preserve, as directed, all special records of NMASC activities.
- C. To perform all duties delegated by the president.
- D. To communicate with NMASC member schools using board-approved forms of communication.
- E. To turn over all official NMASC records to his/her successor and/or the executive board.
- F. To perform other duties as directed by the NMASC Board.
- G. To attend all NMASC events as designated in the NMASC By-laws.

Section 5: State Conference Student Coordinator and State Conference Adult Coordinator

- A. To handle, in conjunction with the executive board and the executive director and the conference host, all conference-oriented matters in executing the state conference.
- B. To turn over all official NMASC records to his/her successor and/or the executive board.
- C. To perform other duties as directed by the NMASC Board.
- D. To attend all NMASC events as designated in the NMASC By-laws.

### Section 6: Executive Advisor to the President

- A. To advise the state president in all communications, public relations, social media, etc. pertaining to NMASC
- B. To turn over all official NMASC records to his/her successor and/or the executive board.
- C. To perform other duties as directed by the NMASC Board.
- D. To attend all NMASC events as designated in the NMASC By-laws.

### Section 7: Executive Advisor to the First Vice-President

- A. To serve as the election official at the NMASC state conference.
- B. To turn over all official NMASC records to his/her successor and/or the executive board.
- C. To perform other duties as directed by the NMASC Board.
- D. To attend all NMASC events as designated in the NMASC By-laws.

### Section 8: Executive Advisor to the Second Vice-President

- A. To mentor the student officer whose job he/she represents, and promotion of the NMASC state project.
- B. To turn over all official NMASC records to his/her successor and/or the executive board.
- C. To perform other duties as directed by the NMASC Board.
- D. To attend all NMASC events as designated in the NMASC By-laws.

### Section 9: Executive Advisor to the Secretary

- A. To collaborate with the state secretary to record official minutes of all board meetings.
- B. To turn over all official NMASC records to his/her successor and/or the executive board.
- C. To perform other duties as directed by the NMASC Board.
- D. To attend all NMASC events as designated in the NMASC By-laws.

### Section 10: Executive Director

- A. To assume general direction and help coordinate all NMASC activities.
- B. To represent NMASC as a member of the National Association of State Student Council Executive Directors (NASSCED).
- C. To be responsible for agenda and notification of executive board meetings.
- D. To turn over all official NMASC records to his/her successor and/or the executive board.
- E. To perform other duties as directed by the NMASC Board.
- F. To attend all NMASC events as designated in the NMASC By-laws.

## **Article VI Impeachment**

Any member of the executive board, adult or student, may have impeachment procedures brought against him/her if:

### Section 1: To Request Impeachment

- A. In the opinion of any member school, the executive board member has neglected his/her duties, and if the member school sends a letter to the executive director explaining why impeachment should occur and requesting impeaching procedures

**OR**

- B. The principal of the board member's school has determined that the executive board member has not maintained good standing in the school, and the principal writes a letter to the executive director explaining the situation and requesting impeachment procedures,  
**OR**
- C. In the opinion of a majority of the executive board, the executive board member has neglected his/her duties, and if the executive board sends a letter to the executive director explaining why impeachment should occur and requesting impeachment procedures.

Section 2: Process of Impeachment

- A. Any member of the executive board may be removed from office by a two-thirds vote of the executive board present at the meeting.
- B. In such case or in case of vacancy (except that the office of the president shall be assumed by the first vice-president), the executive director shall select a replacement.

**Article VII  
Right of Appeal**

Any decision of the executive director, in which a student, employee, or school is aggrieved, may be appealed to a review committee. Such appeals shall be heard de novo as described in the by-laws.

**Article VIII  
Committees**

The president shall appoint any necessary committees for the overall improvement of the organization.

**Article IX  
Annual State Conference**

The annual state conference will be held during week thirty-three of the New Mexico Activities Association (NMAA) Five-Year Calendar of Weeks.

**Article X:  
NMASC Workshop**

The NMASC, if possible, shall hold at least one workshop during each summer for the member schools.

**Article XI  
Amendments**

Section 1 Amendment Process: This constitution may be amended at any Fall district conference or state conference provided that these requirements are met:

- A. The executive director receives the proposed amendment in writing forty-five (45) calendar days prior to the Fall district conferences or the opening of the state conference.
- B. The executive board will review the amendment to make sure that it complies with various NMASC partners.
- C. The executive director sends the proposed amendment in writing to all member schools twenty (20) calendar days prior to the Fall district conferences or the opening of the state conference.

Section 2: Voting Requirements:

- A. Schools must be present at either the fall district conference or state conference to cast their vote.
- B. Schools must be a current member school of NMASC. Each school may cast one vote done so by their designated voting delegate member.

**Article XII**  
**Dissolution of the Organization**

Section 1: By the Member Schools: This organization may be dissolved at the will of the member schools in the organization.


- A. A member school may send a proposal, signed by the school administrator and an official of the student council, to reach the NMASC at least forty-five calendar days (45) prior to the meeting at which it is to be presented to member schools.
- B. The executive director will send the written proposal to the member schools at least thirty (30) calendar days prior to the meeting at which it is to be considered by the member schools.
- C. The proposal to dissolve shall be presented to a voting delegate caucus eligible to vote at the meeting.
- D. Each school shall cast one vote for or against the proposal.
- E. A majority vote shall be required for the organization to be dissolved.

Section 2: According To Law: This organization may be dissolved at the will of state laws.

Section 3: Assets: Upon the dissolution of NMASC, assets shall be distributed for payment of all liabilities of the organization. To the extent there are remaining assets after the liabilities of the organization have been paid, those remaining assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction in New Mexico exclusively for such purposes or to such organizations founded and operated exclusively for such purposes.

Signature:   
Mary Hahn  
Executive Director

Date: October 24, 2019

Signature:   
Joshua Blondin  
Adviser to the First Vice-President

Date: October 24, 2019