

SDASCOE Directors Policy

Created 4-25-09

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Directors serve to represent the SDASCOE members by voting on issues that come before the association. Directors are one of the links between the membership and the SDASCOE board.

Directors are elected to a two year term by the membership of their districts. The elections are generally held in March. Members volunteer to have their names on the election ballots. The person receiving the most votes is elected Director. The person receiving the second most votes will serve as the Alternate Director.

Directors attend the spring and fall SDASCOE Board meetings. The board also has a meeting at the State Convention. The spring board meeting is generally held in Huron as time is set on the agenda to meet with the State Director and State Committee (the SDASE and SDACS organization board members are also invited for that portion of the meeting). The Fall Board meeting is held at the site of the next year's state convention. Both of these are overnight meetings, generally starting at 7:00 pm the first day and ending approximately noon the second day. When held during the week directors must take annual leave. The SED, as requested by the SDASCOE President, usually approves some Administrative Leave to attend the spring Board meeting to meet with the SED and State Committee.

Alternate Directors are invited to attend the fall and State Convention board meetings. They attend the spring board meeting in place of their District Director if he/she is unable to attend.

When certain issues arise the Officers may decide to have a special meeting or a conference call.

Duties of the Directors include:

- Obtain information and questions from their district members prior to the board meetings. The President requests items for the agenda and that agenda is sent out prior to the spring and fall board meetings.
- Attend the spring, fall and SDASCOE Convention board meetings.

- Discuss and vote on issues at the board meetings. All board members present discuss the issues, only directors and officers are eligible to make motions and to vote.

- Report to their district members, in a timely manner, the highlights of the meetings and SDASCOE convention.

- Respond to the SDASCOE President when information is requested.

- Throughout the year the Officers and Committee Chairs may send directors information affecting SDASCOE and its members. In turn, each director is to forward that information to the members in their districts in a timely manner.

- Keep in touch with the members of your district throughout the year. Encourage them to keep you informed of any questions or issues they may have.

- Keep the President and Vice President informed of any areas of concern from the membership.

- Be aware of the correct uses of government time and equipment regarding SDASCOE and what issues may or may not be discussed using government equipment (available on the NASCOE website)

Reimbursement for attending these meetings is in accordance with the current SDASCOE Travel policy (available on the SDASCOE website).

Serving as a SDASCOE Director should be considered an honor as well as a responsibility.