

TEXAS SCHOOL NURSES ORGANIZATION REGION IV

BY LAWS

[Adopted February 24, 2002]; Amended October 30, 2004; Amended May 31, 2008; Amended August 3, 2011; Amended October 12, 2013 [Adopted August 6, 2014]; Amended October 17, 2015 [Adopted August 3, 2016]

ARTICLE I - Name

The name of the organization shall be the Texas School Nurses Organization Region IV (hereinafter known as the TSNO Region IV).

ARTICLE II - Mission Statement and Goals

Section 1: The mission of the Texas School Nurses Organization Region IV is to advance the professional practice of school nursing in ways that promote each student's optimum level of wellness and educational potential.

Section 2: The goals of the TSNO Region IV are:

1. Increase the relevance of TSNO Region IV to its members.
2. Promote a positive professional image of the school nurse.
3. Advocate for Coordinated School Health in the school community.
4. Maintain financial stability.

ARTICLE III - Affiliation

The TSNO Region IV is a unified affiliate of Texas School Nurses Organization (TSNO) and National Association of School Nurses (NASN).

ARTICLE IV - Membership and Dues

Section 1: Eligibility: Active membership in TSNO Region IV shall be open to any registered professional nurse who meets the requirements for school nursing in the state of Texas, and who is in compliance with such other qualifications or requirements as set forth in the bylaws.

Section 2: Instatement. Any person eligible for membership shall become a member upon payment of dues set for her/his class of membership, and who meets the requirements set forth in these bylaws for her/his class of membership.

Section 3: Classification: The following shall be the classes of membership: Active, Associate, Retired, Student, Corporate/Business/Professional Organization, Member-at-Large, and NASN Honorary.

- A. Active Members:
 - 1. Active members shall be:
 - a. A professional registered nurse licensed by the State of Texas,
 - b. Have as their primary employment assignment, the administration, education or provision of school health services, or
 - 2. Any retired member who desires to remain in the Active membership classification shall be required to pay full Active dues, and upon payment of dues shall be granted Active membership privileges.
- B. Associate members shall be:

Any registered professional nurse, licensed by the State of Texas who is not eligible for Active membership, but who serves a school as a school nurse, upon payment of dues, shall be an Associate member.
- C. Retired members shall be:

Any school nurse who is a member of TSNO Region IV, upon retirement shall be eligible to become a Retired member, upon notification of TSNO Region IV.
- D. Student members shall:
 - 1. Be enrolled in a professional nursing program to meet requirements to become a school nurse, or a student not currently a nurse in a professional nursing program.
 - 2. Submit proof of enrollment in a professional nursing program with the membership form.
 - 3. Be allowed a maximum of five years of student membership.
 - 4. Not be granted student membership if they have completed the requirements to be a school nurse and are pursuing further education.
- E. Corporate/Business/Professional Organization members shall be:
 - 1. Those organizations or persons who desire to support the goals of the TSNO Region IV, and whose members are not eligible for Active or Associate membership in TSNO Region IV.
- F. Members-At-Large shall be:

Those persons who hold a special interest in or who are working with TSNO Region IV and who do not fit into any other TSNO Region IV membership classification including License Vocational Nurses.
- G. TSNO Honorary members shall be:

TSNO Region IV members who are TSNO Past Presidents shall be honorary members of TSNO Region IV with full Active membership rights.
- H. NASN Honorary members shall be:

TSNO Region IV members who are NASN Past Presidents shall be honorary members of TSNO Region IV with full Active membership rights.

Section 4: Dues: The annual dues for the TSNO Region IV shall be set by TSNO.

Section 5: Voting rights: Active members shall be entitled to vote and hold elected office or appointed office, make motions, debate, serve on committees and participate in the Business Meetings of TSNO Region IV.

ARTICLE V – Officers

Section 1: Composition: The officers of the TSNO Region IV shall be President, Vice President, President-Elect, Immediate Past President, Secretary, Treasurer, Nominations Chairperson, and Peer Review Chairperson.

Section 2: Eligibility: Only active members of the TSNO Region IV shall be entitled to hold office. It is preferred that candidates for the office of President-elect shall have served for at least two years on the TSNO Region IV Executive Board.

Section 3: Terms of office: All officers shall take office at the end of the annual midwinter meeting.

- A. The term of office of President-elect, President, Immediate Past President and Vice President shall be one year.
- B. The President-Elect shall become President at the end of the current President's term.
- C. The term of office of Secretary shall be two years. The election shall be in the odd numbered years.
- D. The term of office of Treasurer shall be two years. The election shall be in the even numbered years.
- E. Vacancies, with the exception of the President and the President-Elect, shall be filled by the President, subject to the approval of the Executive Board.
- F. A vacancy in the office of President shall be filled by the succession of the President-elect to that office.
- G. A vacancy in the office of President-Elect shall require that a special election be called. The Nominations Chairperson shall ensure that the candidates have given prior consent and are qualified to serve. The Nominations Chairperson shall be responsible for the coordination of the election, subject to the approval of the Executive Board.
- H. Vice President, Secretary or Treasurer may not serve more than two consecutive terms.
- I. Immediate Past President, President, and President-Elect shall serve only one term.

ARTICLE VI - Meetings

Section 1: Meetings: The TSNO Region IV shall hold meetings

- A. Midwinter Meeting
- B. Belle Blackwell Conference for School Nurses and Annual Business Meeting.

The Executive Board will determine the time and place and agenda of each meeting to include: the installation of newly elected officers, and elected committee members; to receive reports of progress of the TSNO Region IV during the past year; to amend the Bylaws; and to conduct other business as may properly come before it.

Section 2: Executive Board Meetings: TSNO Region IV Executive Board shall conduct business for the TSNO Region IV as needed.

- A. The time and place of the Executive Board meetings shall be determined by the President or by a majority of the Executive Board.
- B. A member of the Executive Board, who misses three (3) meetings annually, shall forfeit membership on the Board, if requested to do so by a majority vote of the Executive Board.

Section 3: Quorum:

- A. A quorum for any business meeting shall be three elected officers and the active members present.
- B. A quorum for the Executive Board shall be three elected officers and a majority of the standing committee chairpersons.
- C. A quorum for a committee meeting shall be the chairperson and a majority of the committee members.

ARTICLE VII – Elections

Section 1: Elections:

- A. Elections of officers shall be by ballot.
- B. Ballots and biographical data of the candidates shall be provided to all eligible members and returned in accordance with procedures outlined in the operating guidelines.
- C. Plurality vote of those voting in any election shall constitute an election.
- D. All candidates shall be notified of the election results.

Section 2: Eligibility: Only active members of TSNO Region IV shall be eligible to be elected to office.

ARTICLE VIII - Executive Board

Section 1: The Executive Board shall be comprised of the elected officers, Immediate Past-President, elected and standing committee chairpersons.

Section 2: The Executive Board shall have general supervision of the affairs of the TSNO Region IV specified in these Bylaws and Operational Guidelines.

Section 3: Travel and other expenses that are necessary for the functions of the Executive Board shall be paid by the TSNO Region IV in accordance with Travel Expense Guidelines in the Operational Guidelines.

Section 4: The Executive Board shall determine the fiscal year of TSNO Region IV.

ARTICLE IX- Elected Special Committees

Section 1: The Nomination Committee:

- A. Composition: The committee is comprised of nine (9) members. Each year the chairperson will be selected by consensus of the committee and the chairperson will be a member of the Executive Board. Each member serves for three years. Three (3) members are elected per year on a rotating basis by ballot to the membership and installed at the annual Midwinter Meeting.
- B. Term of office: The committee members will serve for two years. The maximum permissible consecutive terms of office for the committee shall be two full terms, plus the remainder of any unexpired term.

Section 2: Peer Review Committee

- A. Composition: The committee is comprised of nine (9) members. Each year the chairperson will be selected by consensus of the committee and the chairperson will be a member of the Executive Board. Each member serves for three years. Three (3) members are elected per year on a rotating basis by mailed out ballot to the membership and installed at the annual Midwinter Meeting.
- B. Term of Office: Members may not serve more than 2 consecutive terms.

ARTICLE X - Special Appointments

Section 1: Members: The appointed chairpersons shall include Publications, Governmental Liaison, Membership, Marketing, Professional Development, Professional Organization Liaisons and Finance.

Section 2: Terms of offices: The President, with the approval of the Executive Board, shall appoint the chairperson for Publications, Governmental Liaison, and Professional Organization Liaisons in even numbered years; and Professional Development, Membership and Marketing in the odd number years. The Treasurer will serve as chairperson for the finance committee. The appointments shall be for terms of two years. The maximum permissible consecutive terms of office shall be two full terms, plus the remainder of an unexpired term. Special appointments by the President shall be made in writing and submitted to the Executive Board for approval prior to the implementation. The scope, authority, term, and reporting responsibility of the appointment shall be included in the proposal for approval. At the direction of the President, the appointee may act in the appointed capacity until the next Executive Board meeting prior to approval by the Executive Board. Special committees may be appointed by the President, subject to the approval of the Executive Board, and dissolved upon completion of the projects.

Section 3: The Finance Committee
A. The Finance Committee will consist of four (4) members: the Past President, the President Elect, the Treasurer, and one active member appointed by the President and approved by the Executive Committee.

ARTICLE XI - Parliamentary Authority

ROBERTS RULES OF ORDER NEWLY REVISED shall apply to all questions of procedure and parliamentary law not specified by these Bylaws.

All motions for consideration and vote will be submitted to the Executive Committee on a motions form by the originator of the motion.

ARTICLE XII - Amendments

The Bylaws may be amended at the business meeting at the Belle Blackwell Conference for School Nurses. The request for an amendment shall be made by at least five members in good standing, and shall be presented to the general membership at the Belle Blackwell Conference for School Nurses, or ~~sent~~ by electronic notification at least fifteen days prior to the business meeting. It must contain the proposed language of the amendment and have been submitted in writing to the President sixty days prior to the business meeting. The amendment will be approved by a two-thirds vote of the voting members present.