

CONSTITUTION

NY SCHOOLS DATA ANALYSIS TECHNICAL ASSISTANCE GROUP

ARTICLE I. NAME AND PURPOSE OF THE ORGANIZATION

Section 1. The name of this organization shall be the "NY Schools Data Analysis Technical Assistance Group" (DATAG).

Section 2. The purpose of this organization is:

- A. To provide a leadership role in identifying best practices for cataloging, modeling analysis, data privacy and security, and use of data for New York schools.
- B. To assist schools in understanding performance assessments in order to effect changes in curriculum and instruction to meet New York educational standards.
- C. To support the use of data to inform and improve curriculum, instruction, and assessment as well as guide professional development and district comprehensive or strategic planning.
- D. To assist schools in verifying and submitting accurate educational information to the New York State Education Department and United States Department of Education.
- E. To assist districts in best practices related to data privacy and security.

Additionally: For the purposes of this organization, "data" shall be used as singular or plural noun meaning quantitative or qualitative factual information used as a basis for reasoning, discussion, or calculation.

ARTICLE II. REQUIREMENTS FOR MEMBERSHIP AND SELECTION OF MEMBERS

Section 1. Membership in this organization shall not be denied to anyone on the basis of race, Creed, religion, gender, political affiliation, sexual orientation or physical handicap.

Section 2. There shall be two types of membership in the organization:

- A. Honorary membership –persons who are recognized by the DATAG Board of Directors as educational leaders who contribute to or support DATAG goals. Honorary membership is conferred by the Board of Directors and honorary members are invited guests at DATAG meetings or Conferences.
- B. Regular membership – persons engaged in the use of data as educational professionals in New York State who pay dues. Regular membership includes yearly voting privileges and discounts on registration at DATAG conferences.

ARTICLE III. OFFICERS

Section 1. The elected officers of the organization shall be the Chair, Vice-Chair, Program Director, Secretary, Treasurer and other officers as necessary.

Section 2. Duties of officers shall be the same as prescribed in Robert's RULES OF ORDER, Revised Edition, with exceptions as may be prescribed in the By-Laws or as follows:

- A. The Chair shall preside at all meetings of the organization. He/She shall be the official spokesperson of the organization, representing the policies, views and opinions of the organization in its relations with the educational community at large. He/She has further powers and duties as prescribed by the organization. Should the Chair or Vice-Chair not be available to preside at Board of Directors meetings, any elected officer may preside.
- B. The Vice-Chair shall be vested with all the powers and shall perform all the duties of the Chair if at any time the Chair shall be unable to act. He/She may have further powers and duties as prescribed by the organization.
- C. The Program Director is responsible for all program arrangements and/or coordination of the organization's meetings. The Program Director serves as the chair of the Program Committee which plans all DATAG regular meetings and conferences.
- D. The Secretary takes minutes at all meetings of the organization, files minutes, and submits required copies to all organization members. He/She is responsible for all organization correspondence and keeps copies of all correspondence on file, acts as a historian by maintaining all records of the organization.
- E. The Treasurer handles all financial affairs and budgeting of the organization. He/She is responsible for maintaining banking accounts in the organization's name. The documented approval of both the Treasurer and Chair is required for all expenditures over \$1,500. The Finance Committee will oversee all expenditures so that the actions of the Treasurer are transparent.

Section 3. Officer qualifications:

- A. Must currently be an elected member of the Board of Directors of the organization.
- B. Must be an active participant of the organization for two years.

Section 4. Terms of office shall be:

- A. All Officers shall serve a two-year term. The Chair shall become Past Chair for two years upon completion of his/her term
- B. In the event an elected officer is unable to fulfill his/her term of office, there will be a "Special Election". Any member of the Board of Directors, including those already holding office, can be nominated for a vacated officer position.

ARTICLE IV. BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of the officers and a representative group of educators from New York.

Section 2. These representatives are elected to three year positions on the Board of Directors.

Five seats on the Board of Directors are up for election each year. The Past Chair is a full voting member of the Board of Directors. The Board of Directors will have no more than 16 full members. A Nominations Committee consisting of three or more members of the Board of Directors, recommended by the Nominations Committee Chair and approved by the Board, shall submit the names of five or more Regular members in good standing (Regular members who have actively participated in the organization for two years) to be considered for appointment to the Board of Directors. Five nominees shall be approved by a majority of the Regular members present prior to the conclusion of the annual meeting.

Section 3. Duties of the Board of Directors:

- A. The Board of Directors shall confer prior to the organization's regular meetings.
- B. The Chair of DATAG shall serve as Chair of the Board of Directors.

- C. The Board of Directors shall plan and schedule the regular meetings/conferences.
- D. The Board of Directors shall consider ways and means of achieving the purposes of the organization.

Section 4. Board of Directors Member qualifications:

- A. Must currently be a Regular member of the organization.
- B. Must be an active participant of the organization for two years.

ARTICLE V. MEETINGS

Section 1. Meetings are scheduled during the academic year with a minimum of three regular meetings.

Section 2. Meetings/conferences may be held in conjunction with other organizations that are trying to promote similar purposes as determined by the Board of Directors.

Section 3. Business at the annual membership meeting cannot be conducted unless a quorum of the membership is present. A Quorum for conducting business at the annual membership meeting is defined as 40 regular members with voting privileges from ten different educational organizations.

Section 4. Business at Board of Director meetings cannot be conducted unless a quorum of the membership is present. A Quorum for Board of Directors meetings is defined as nine Board members with voting privileges.

ARTICLE VI. DUES

Section 1. This organization can assess membership fees. Assessments are determined at the last meeting each year by a quorum of the membership at its regularly scheduled organization meeting.

Section 2. All money must be deposited into a bank account.

ARTICLE VII. METHOD TO AMEND THE CONSTITUTION

Section 1. Proposed constitutional amendments or changes will be presented, in writing, to the organization one meeting before this amendment is voted on.

Section 2. Approval by 2/3 of the voting members present at a regular organization meeting will pass this proposed amendment. Under special circumstances a special election can be done through e-mail for membership passage of a proposed amendment. The amendment is immediately effective unless otherwise stipulated in the proposal.

Section 3. A copy of this constitution/bylaws and/or amendments to this constitution is available to anyone upon request.

ARTICLE VIII. PROVISIONS OF THE ORGANIZATION

Section 1. DISSOLUTION PROVISION

In the event of dissolution, all of the remaining assets and property of the organization shall after necessary expenses thereof be distributed to such organizations as shall qualify under section 501(c)(3) of the Internal Revenue Code, or corresponding provisions of any subsequent Federal tax laws; or to the federal government, or to a state or local government for a public purpose.

Section 2. NON – INUREMENT PROVISION

No part of the net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to or for the organization or any private individual shall be entitled to share in the distribution of any of the assets upon dissolution of the organization).

Section 3. RESTRICTIVE LEGISLATION PROVISION

No substantial part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by section 501(h) of the Internal Revenue Code, as amended), nor shall the organization participate in, or intervene in (including the publication or distribution of statements), any political campaign on behalf of or in opposition to any candidate for public office.

Section 4. RESTRICTIVE PURPOSES AND ACTIVITIES PROVISION

Notwithstanding any other provision of these articles, the organization is organized exclusively for one or more of the following purposes: religious, charitable, scientific, testing for public safety, literary, or educational purposes, or to foster national or international amateur sports competition (but only if no part of its activities involve the provision of the athletic facilities or equipment), or for the prevention of cruelty to children or animals, as specified in section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) or corresponding provisions of any subsequent Federal tax laws.

ARTICLE IX. RULES OF ORDER

Section 1. The " NY Schools Data Analysis Technical Assistance Group " accepts "Robert's Rules of Order" (newly revised) as its Rules of Order.

Section 2. Any issue not directly written in this document will be resolved by referring to the Rules of Order.