

## **Bylaws**

### **Southeastern Wisconsin Schools Alliance**

*Revised and Approved 10/10/2017*

#### **Article I**

##### **Purpose of the Alliance**

Purpose: School districts greatly benefit from greater capacity and combined scale to advocate for policies and practices that will most benefit their communities. The SWSA provides an opportunity to create greater impact by taking action on common interests that positively impact our students, teachers, and communities.

Mission: SWSA advocates for the benefit of all students by driving education policies supporting strong public schools to ensure world class practices, economic vitality, and community well-being.

Vision: By 2025, Wisconsin is a recognized leader in education for all students.

#### **Article II**

##### **Authority and Definitions of Alliance Bylaws**

The Southeastern Wisconsin Schools Alliance (SWSA) is comprised of Southeastern Wisconsin School Districts. Pursuant to Section 66.0301 of the Wisconsin Statutes, the school districts mutually agree to enter into the agreement defined by the Southeastern Wisconsin Schools Alliance resolution to achieve the mission. Upon adoption by the SWSA membership, the following bylaws shall govern the organization and be in compliance with applicable state statutes.

For the purposes of these bylaws, the following meanings have been assigned to these terms:

**Alliance** is the Southeastern Wisconsin Schools Alliance.

**SWSA** is the Southeastern Wisconsin Schools Alliance.

**Member district** is a school district that is a member of the SWSA in accordance with the terms of these bylaws.

**Board Member** is a member of the governing body of the SWSA

**Board** is the collective body of the SWSA board members

### **Article III**

#### **Membership**

Membership in the SWSA is extended to school districts in southeastern Wisconsin.

School districts are considered members of SWSA upon filing a completed 66.0301 agreement and submitting membership fees to the fiscal agent for the Alliance. The fiscal agent shall maintain an updated list of the SWSA members.

As the SWSA promotes public policy related to education, the Alliance may permit partnerships with other organizations. These partnerships may result in an SWSA liaison status as non-voting members in order to provide communication with other educational organizations.

### **Article IV**

#### **Governing Board**

The governing body of the SWSA is its Board. The Board shall consist of a superintendent and a school board member selected from each member district. These members have voting status. Therefore, each member district shall have two voting members.

Members may appoint an alternate for each of its directors, or it may send an alternate as a proxy. The alternate for the school board member shall be another school board member, and the alternate for the superintendent shall be a member of the school administrative staff. Alternate board member may attend meetings and may vote in the absence of the appointed board member. When a district member sends an alternate, who is not on record as an alternate, the district should notify the Executive Director prior to voting.

When a vacancy occurs, the member district incurring the vacancy shall fill it. The member district shall provide written notification to the SWSA Executive Director of the appointment.

### **Article V**

#### **Executive Director**

The SWSA board will hire an Executive Director for the board with annual contracts that will be approved by the full membership annually. The compensation for the Executive Director will be approved annually through the budget process.

## **Article VI**

### **Co-Chairpersons**

The SWSA board shall elect two members to serve as co-chairpersons. One co-chairperson must be a superintendent and one co-chairperson must be a school board member. The co-chairpersons may not be from the same district. The co-chairpersons, along with the Executive Director, conduct meetings, coordinate activities, and act as the primary spokespersons for the Alliance.

Co-Chairpersons shall serve two-year terms, along with a one-year chair-elect status. The terms for the superintendent and school board member co-chairs shall be staggered. Beginning in May of odd-numbered years, the SWSA shall elect a superintendent co-chair. That elected individual shall serve one year as co-chair-elect. In May of the following year, the co-chair-elect shall assume the role of co-chair. In May of even-numbered years, the SWSA shall elect a school board member co-chair. That co-chair shall serve one year as co-chair elect, and shall assume the role of co-chair in May of the following year.

At any given time, there shall be two chairpersons (one superintendent and one school board member) and one co-chair elect (superintendent starting in May of odd numbered years, and school board member starting in even numbered years).

## **Article VII**

### **Executive Committee**

The SWSA shall establish an Executive Committee of the Board.

The Executive Committee of the Board shall be composed of the Executive Director (nonvoting member), Co-Chairpersons, Co-Chairperson Elect, five Regional Representatives, a representative from the member district serving as fiscal agent (serves as an ad hoc non-voting member) and the chief lobbyist (serves as a non-voting member). The SWSA Executive Director shall serve as the chairperson of the Executive Committee.

Regions shall be established to provide a regional perspective and be based on geographical location. The regions are: northeast, northwest, southeast, southwest, and MPS. The regions shall be established and reviewed annually by the Executive Committee.

Each region shall select their Regional Representative and may determine how their representative is selected. The terms of each individual on the Executive Committee shall be for three years.

The role of the Executive Committee shall include, but not be limited to, the following: hiring and evaluating the Executive Director, review any proposed bylaw changes, guide and lead strategic planning for the organization, draft positions for the full board, assist in lobbying efforts, serve as link to membership, convey concerns regarding legislative or operational issues, establish the budget, and assist with research and reports for the SWSA.

The Executive Committee shall take any proposed bylaw changes, fiscal matters, and legislative proposals and/or positions to the full board for approval.

#### Ad hoc Committees

As issues arise, the SWSA may establish committees to conduct additional work or to conduct research. (The co-chairs will assist with the committees.) Membership of the committees will be by self-selection of the board members based on interest, time commitment and expertise.

### **Article VIII Meetings**

The SWSA shall hold meetings of the board at least monthly with the exception of August. each year. These meetings will usually be held on the second Tuesday of the month.

However, during legislative sessions or possibly at other times, it may be necessary to schedule additional meetings to conduct the business of SWSA. The member districts will be provided reasonable notice for members to attend. Generally, meetings will be scheduled with a one-week notice with exceptions for emergencies. All attempts will be made to hold emergency meetings at times and locations to maximize attendance.

All meetings of the Alliance shall be open to the public.

The SWSA shall meet to identify issues and strive to achieve consensus, and meetings shall be conducted to strive to achieve consensus of the board members.

Any formal Board action taken at a meeting shall be recorded and maintained by the Executive Director.

## **Article IX**

### **Financial**

The financial agreement between member districts shall be governed in accordance with Section 66.0301 of the Wisconsin Statutes.

The School District of South Milwaukee will serve as operator and fiscal agent of the SWSA. The fiscal agent district shall establish and maintain records in accordance with the uniform financial accounting system prescribed by the Department of Public Instruction. The fiscal agent shall file the required financial reports with the Department of Public Instruction.

An administrative support district will be established annually for the SWSA. This district will provide administrative support and meeting space for the SWSA.

Both the fiscal agent and administrative districts will receive a 50% discount on SWSA membership fees.

The budget and plan of operation for SWSA shall be prepared by the Executive Committee and approved by the SWSA Board in advance of contract signing by all school parties. Budget adjustments greater than \$5,000 from the budget shall require prior approval of all school district parties.

Membership fees shall be determined by the Executive Committee and approved by the SWSA Board.

## **Article X**

### **Effective Date**

These bylaws are effective as of December 9, 2003  
Updated and Approved by the full membership as of 10/10/2017