Kansas State Pupil Transportation Association

BY-LAWS

Article B-I

Membership:

The membership of this organization shall consist of all members in good standing.

1. Who are active in, or retired from, pupil transportation of public schools in the state of Kansas.
2. Associate members are those interested in safe transportation of students but not active in or retired from pupil transportation.
3. Membership dues for members will be determined by the Executive Committee.

Article B-II

Duties of Officers:

All officers will perform other duties as deemed necessary. Attendance at all KSPTA events is an expectation.

In addition to the duties listed below, the Past President will serve on the Executive Committee with the newly elected officers.

1. President.
   a. The President shall preside at meetings, shall be chairman of the Executive Committee, and a member ex-officio of all committees and shall perform other duties as directed by the Executive Committee.
   b. The President shall serve a two-year term. as President following which the President will hold the office of Past-President for a term of two years.
   c. The President may serve a second term if re-elected, but may serve no more than two consecutive two year terms.
   d. The office of President is nominated and elected, through confidential ballot, from within the standing Executive Committee to ensure continuity within the organization.
   e. The President shall perform other duties as deemed necessary.

2. Vice-President
   a. Duties of the Vice-President shall include all aspects of the State Safe Driver competition held in conjunction with the KSPTA Annual Conference in
addition to overseeing any regional safe driver competitions. This position shall also be responsible for ensuring proper equipment for each competition is available.

b. In the absence of or by reason of inability of the President to perform his duties, the Vice–President shall assume the duties and responsibilities of the President.

c. The Vice-President shall serve a term of two years. The Vice-President may serve a second term if re-elected, but may serve no more than two consecutive two year terms.

3. Secretary.

a. The Secretary shall keep minutes of all meetings of the organization and of the Executive Committee, read such minutes if requested, issue notices for meetings, conduct correspondence on behalf of the organization.

b. The Secretary shall serve a term of two years.

c. The Secretary may serve a second term if re-elected, but may serve no more than two consecutive two year terms.

4. Treasurer.

a. The Treasurer shall be appointed by the Executive Committee and may hold that office as long as it is agreeable to both the Treasurer and the Executive Committee.

b. The Treasurer shall supervise the administration of all funds and securities of the organization and shall keep an account of these transactions. The Treasurer shall provide to the Executive Committee an itemized breakdown of annual conference income and expenditures at the next scheduled executive committee meeting.

c. The Treasurer shall collect dues from the members and provide an up to date list of paid membership to the President Executive Committee.

d. The Treasurer shall provide each paid member with a membership card signed by the treasurer.

5. Regional Representative

a. Shall be a liason between KSPTA and school transportation providers in the area they represent.

b. Shall serve on committees for Regional and State KSPTA events.

c. Responsible for recruitment of KSPTA membership within the area they represent.

d. Responsible for securing nominees from area of representation for state awards (Outstanding Service & Heroism).

e. Provide items of interest for association newsletter

f. Shall secure date, location and organize annual regional safe driver competition in their respective region.
Article B-III

Committees:

The following standing committees shall be:

1. Executive Committee:

   The Executive Committee shall be the President, Vice-President, Secretary, Treasurer, Past President, and six (6) District Vice Presidents Regional Representatives and two (2) Vice Presidents at Large selected by the members of the organization. The Executive Committee may select special consultants and an Executive Director to sit in on the Executive Committee Meetings, as non-voting parties, to provide expertise on special school transportation issues.

   a. The Executive Director shall be appointed by the Executive Committee.
   b. The Special Consultants shall be appointed by the Executive Committee.
   c. The Executive Director and Special Consultants may hold that office as long as it is agreeable to both the Executive Director and the Special Consultants and the Executive Committee.

2. Nominating Committee:

   The Nominating Committee shall consist of no less than two (2) and no more than three (3) members appointed by the President. Executive Committee.

3. Legislative Committee:

   The Legislative Committee shall consist of no less than three (3) and no more than five (5) members appointed by the President. Executive Committee.

4. By-Laws Committee:

   The By-Laws Committee shall consist of no less than (3) and no more than (5) members appointed by the President. It shall be the duty of this Committee to review and recommend amendments of the By-Laws as necessary.
Article B-IV

Memorials, flowers, and cards

In case of the death or serious illness of a board member or their immediate family, flowers or a memorial may be sent as deemed appropriate by the Executive Committee.

Article B-IV

Review of Association By-Laws and Constitution

The Executive Committee shall be responsible for review of association by-laws and constitution at a minimum of every three years.

Article B-V

Amendments:

The Constitution and/or By-Laws may be amended at any general meeting by a vote of the majority of those members present. A written and/or electronic notice of proposed amendments shall be sent to all members no less than ten (10) days prior to the date of the next meeting vote.

Amended & Approved June 2019