

**By-Laws**  
**California Association of Student Leaders**  
(Modified February 2016 by CASL Board)

**Article 1**  
**Name and Purpose**

**Section 1: Name**

The organization shall be named the California Association of Student Leaders. It is briefly hereinafter and commonly referred to as CASL.

**Section 2: Purpose**

A. To provide a communication network between schools, teachers, advisors, and state and national education agencies by:

1. Providing information, assistance, and education on all phases of student leadership activities
2. Offering resources and support to student leaders and schools.

B. To train students in leadership skills, therefore giving students the tools to solve individual problems in their schools by:

1. Promoting team-work and action among student leaders in schools.
2. Offering training for student leaders and schools.

C. To empower student groups to give input into important educational and student issues at the state level and have the opportunity to be heard (making a significant difference) by:

1. Representing the students of California to the local and State Board of Education and to the Legislature.
2. Providing a forum for student expression.

D. To promote the opportunity for all students and student leaders to get involved in CASL by:

1. Broadening the scope of participation in all student activities.
2. Promoting student participation in the community.

- E. To develop a statewide convention and service learning project involving all students.
  - 1. Providing an avenue to practice leadership skills by organizing area, state, and regional conferences for student leaders.
  - 2. Assisting all student leaders in becoming more effective leaders within their school, community, state, and nation.

**Article II**  
**Adult Advisory Board**

**Section 1: Composition of the Adult Advisory Board**

The Adult Advisory Board shall consist of the following:

The CASL Executive Director  
Members of the CASL Adult Advisory Committee  
Corporate Sponsors as needed

**Section 2: Powers of the Adult Advisory Board**

A. General Powers of the board are subject to the provisions and limitations of the California non-profit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the Article of incorporation of bylaws regarding actions that require approval of the members, the corporation's activities and affairs should be managed, and all corporate powers shall be exercised, by or under the direction of the Adult Advisory Board.

B. Specific Powers of the board without prejudice to the general powers set forth in Article II- Section 2A of these bylaws, but subject to the same limitations, the directors shall have the power to change the principle office in California from one location to another, cause the CASL to be qualified to conduct its activities in any other state and conduct its activities within or outside California; designate any place within or outside California for any meeting of the members.

**Article III**  
**CASL Board of Directors and Officers**

**Section 1: CASL State Board**

- A. The CASL State Board consists of CASL Board of Directors, the president, appointees, and adults.
- B. All student CASL State Board members must be enrolled in a CASL member school.
- C. All CASL State Board members must have equal voting privileges.

**Section 2: CASL Board of Directors**

A. The CASL Board of Directors shall consist of seven Directors from the north of the State and seven Directors from the south of the State, elected at the High School Conference, as well as two Freshman Directors, one northern and one southern, elected at the Middle School Conference. The remainder of the board shall consist of the President, appointed Directors, and the Adult Advisory Board. Only current 8<sup>th</sup> 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> graders can run for an appointed position.

For the purpose of election of Directors, the northern part of the State will be designated as Areas A, B, C, and D. The southern part of the state will be designated as areas E, F, and G.

B. The President-Elect shall be elected at the board meeting prior to the state conference. Students declaring candidacy for CASL President must have served as an elected member of the board.

C. The CASL State Board has the power to create appointed positions as needed. All appointees will be voting members of the CASL State Board.

**Section 4: CASL Areas**

The State of California has been divided into areas to facilitate communication and representation within the CASL organization. These areas, which correspond to the CADA areas, are as follows.

A. Area A is made up of the following counties:

Alpine	Amador	Butte	Calaveras	Contra Costa
Colusa	Del Norte	El Dorado	Glenn	Humboldt
Lassen	Modoc	Mono	Nevada	Placer
Plumas	Sacramento	San Joaquin	Shasta	Sierra
Siskiyou	Stanislaus	Sutter	Tehama	Trinity
Tuolumne	Yolo	Yuba		

B. Area B is made up of the following counties:

Alameda	Lake	Marin	Mendocino	San Francisco
Napa	San Mateo	Santa Clara	Solano	Sonoma

C. Area C is made up of the following counties:

Fresno                      Inyo                      Kern                      King                      Mariposa  
Merced                      Tulare                      Madera

D. Area D is made up of the following counties:

Monterey                      San Benito                      Santa Cruz                      Santa Barbara                      San Luis Obispo  
Ventura

E. Area E is made up of the following counties:

Los Angeles

F. Area F is made up of the following counties:

Orange                                      Riverside                                      San Bernardino

G. Area G is made up of the following counties:

Imperial                                      San Diego

### **Section 5: Nominations and Elections**

A. All Directors will be elected for a one (1) year term.

1. They must be in grade 8 when they run for Freshman Director, and grades 9, 10 or 11 when they run for High School Director.

2. They must have a 2.0 GPA or better

B. They must have parent, school, and advisor approval.

C. Multiple candidates per position, per school is allowed.

1. They must attend a CASL member school.

## **Section 6: Removal/Vacancy in Office**

- A. Any member of the CASL State Board found negligent in duties, or unable to fulfill an office, may be removed from office by a two-thirds vote of the CASL State Board, and approval of the Adult Advisory Board.
- B. Missing in two meetings during the year will result in the removal from the board position.
- C. Vacancies are filled by appointment

## **Article IV Membership**

### **Section 1: Membership Year**

The membership year shall be determined by the parent organization CADA.

### **Section 2: Types of Membership**

- A. Regular: Any CADA member school, public or private, shall be members.
- B. Affiliate Memberships: shall be granted at a yearly rate set by the Adult Advisory Board to those commercial firms and their representatives who service school's co- curricular programs. These memberships shall be reviewed annually by the Adult Advisory Board prior to renewal.

## **Article V Meetings**

### **Section 1: Annual Meetings**

- A. An annual meeting of members shall be held each year.
- B. The annual meeting of members shall be held at any place within or outside of California as designated by the CASL State Board.

### **Section 2: Area Meetings and Councils**

Each Director shall work toward forming an Area Council that meets to involve more students in CASL.

## **Article VI Fiscal**

### **Section 1: Budget**

- A. The budget of CASL shall include the State Administrative Budget, Conference Budget, and the budget of all other programs authorized by the CASL State Board.
- B. The CASL State Board shall appoint a budget committee to assist in the preparation and maintenance of the annual operating budget, and to assist in the supervision of proper accounting procedures. The annual budget shall be adopted by the CASL State Board.
- C. The CASL State Board may modify the budget by a majority vote.
- D. Financial reports shall be presented at the CASL State Board Meetings.

### **Section 2: Annual Reports**

An annual report shall be given by the CASL State Executive Director to the CADA State Board within 120 days after the end of the fiscal year. This report must contain the following information, in appropriate detail for the fiscal year:

1. The assets and liabilities of CASL at the end of the year.
2. The principle changes in assets and liabilities.
3. The revenue or receipts of CASL both restricted and unrestricted to particular purposes.
4. The expense of disbursements of CASL for both general and restricted purposes.

### **Section 3: Income Sources**

- A. **Annual dues:** The dues structure for membership shall be developed annually by the CADA State Board.
- B. **Affiliates:** Fees charged to the affiliates shall be set annually by the Adult Advisory Board.
- C. All income resulting from CASL sponsored activities including but not limited to sales, registration, contributions, conferences, and all special program, shall become a part of the budget for CASL.

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#### **Section 4: Expenditures**

- A. Expenditures of funds within the adopted budget shall be the total prerogative of the CASL State Board.
- B. The CASL State Board may recommend expenditures outside the adopted budget, provided sufficient funds are available to cover said expenditures.

#### **Section 5: Fiscal Year**

- A. The fiscal year for the California Association of Student Leaders shall be July 1<sup>st</sup> through June 30<sup>th</sup> of the following year.

### **Article VII Affiliation**

#### **Section 1: Purpose and Procedure**

- A. CASL may affiliate with or accept affiliations with other state or national professional organizations which share mutual interests and concerns.
- B. All affiliations shall be approved by the CADA State Board.

### **Article VIII Rules of Order**

#### **Section 1: Quorum**

- A. The CASL State Coordinator, or designee, and simple majority of the CASL State Board shall constitute quorum for the transaction of official business.

#### **Section 2: Policies**

- A. Rules, policies, or positions adopted by the CASL State Board or general membership in accordance with these bylaws, but not specially covered therein, shall be recorded in the policies of CASL.

#### **Section 3: Parliamentary Procedures**

- A. Robert's Rules of Order, Newly Revised, shall control parliamentary procedures.

#### **Section 4: Amendments**

A. New bylaws may be adopted, or these bylaws may be amended by the approval of the CASL State Board. Proposals to amend or repeal these bylaws may be introduced at any regular CASL Board Meeting.

B. A two-thirds favorable vote of the CASL State Board voting by mail ballot or at the CASL State Board Meeting is required to amend the bylaws.

C. Proposed change in CASL policies may be introduced at any regular board CASL State Board Meeting.

D. Policies may be changed by a majority vote at any CASL Board Meeting.