

ARTICLES OF  
INCORPORATION  
AND BYLAWS OF THE  
ASSOCIATION



# ARTICLES OF INCORPORATION OF THE NATIONAL ASSOCIATION OF SECONDARY SCHOOL PRINCIPALS

Filed with District of Columbia on April 3, 1970

- FIRST:** The name of the corporation is National Association of Secondary School Principals.
- SECOND:** A resolution recommending that the corporation accept the District of Columbia Non-profit Corporation Act as adopted in the following manner: A resolution was adopted by the Board of Directors at a meeting of the Board on May 10, 1969, in Washington, D.C.
- THIRD:** The purpose or purposes which it will hereafter pursue are:
- The Association is committed to the improvement and strengthening of secondary education. In pursuing this commitment, the Association shall, be responsive to the changing school environment and changing concepts of the role of education in society, through research and development, review and modify curriculum requirements, course content, and subject matter of secondary school programs to meet the needs of students and the requirements of colleges and universities; promote techniques to challenge and encourage the full achievement of student potentials; assist in the furtherance of standards and qualifications for secondary school principals through the professional intern and development programs; encourage the integrated use of technology and teaching techniques in secondary schools; and cooperate with other professional organizations interested in the solution of problems of education at the national level for the welfare of secondary schools and the youth they serve. The Association shall endeavor to meet these objectives in encouraging research and service; focusing attention on national educational problems; providing information and leadership services, offering student leadership programs and promoting high professional standards for secondary school administration. The Association is organized exclusively for educational and charitable purposes, specifically the advancement of secondary school education.

- FOURTH:** The corporation shall have no right to issue stock of any kind or class but shall have members. The members of the corporation shall be those persons who are duly qualified for membership as provided by the Bylaws.
- FIFTH:** The classes of membership and the rights and qualifications of each class shall be as provided in the Bylaws. Only Active Members of the corporation in good standing, as that term is defined by the Bylaws, shall have the right to vote. Each Active Member shall have one vote. Dues for each class of membership shall be the dues payable on the effective date of this Statement, and dues may be changed only by approval of the majority of the members entitled to vote who are present in person or by proxy at any annual or special meeting of the Association.
- SIXTH:** The Board of Directors shall be elected by the Active Members of the corporation at the Annual Meeting thereof, and the manner of such election and the filling of vacancies on the Board shall be provided by the Bylaws.
- SEVENTH:** The internal affairs of the corporation shall be regulated by the Board of Directors and as further provided in the Bylaws. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Third hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting, to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from Federal Income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of the 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any of such assets not so disposed of shall be disposed of by the United States District Court of the District of Columbia exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operating exclusively for such purposes.

**Signed and Attested to by NASSP Officers on March 23, 1970.**

## **The Bylaws of the National Association of Secondary School Principals**

### **Article I - Name and Purpose**

**Section 1. Name.** The name of the Association is the National Association of Secondary School Principals (hereinafter called the "Association"). It was founded in 1916 in Detroit, MI, and incorporated as a nonprofit corporation under the laws of the District of Columbia on May 19, 1941.

**Section 2. Purpose.** The purpose for which the Association is formed, as further set forth in the Articles of Incorporation, is to improve and strengthen middle level and high school education by:

- Promoting high professional standards
- Focusing attention on school leaders' challenges
- Providing a "national voice" for school leaders
- Building public confidence in education
- Strengthening the role of the principal as instructional leader
- Publicizing in the news media the issues and interests of Association members.

### **Article II - Regions**

The Association shall be composed of the following eight regions:

- Region 1 Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont
- Region 2 Delaware, Maryland, New Jersey, New York, Pennsylvania
- Region 3 District of Columbia, Kentucky, North Carolina, South Carolina, Tennessee, Virginia
- Region 4 Michigan, Minnesota, North Dakota, South Dakota, Wisconsin, Wyoming
- Region 5 Illinois, Indiana, Iowa, Nebraska, Ohio, West Virginia
- Region 6 Arizona, Arkansas, Colorado, Kansas, Missouri, New Mexico, Oklahoma
- Region 7 Alaska, California, Hawaii, Idaho, Montana, Nevada, Oregon, Utah, Washington
- Region 8 Alabama, Florida, Georgia, Louisiana, Mississippi, Texas

### **Article III - Affiliated State Associations**

Any state-level professional education association whose membership includes Active Members of the Association and who has a current affiliation agreement with the Association shall be considered an Affiliated State Association (hereinafter "State Affiliate"). Each State Affiliate shall elect or select an Active Member who is a practicing principal or assistant principal from that state to be the State Coordinator. The State Affiliate shall determine the method of choosing the State Coordinator and the length of the Coordinator's term. The State Affiliate, through its board of directors or its State Coordinator, may nominate qualified members for each open director or officer position in accordance with Article VIII herein. State Affiliates may nominate qualified members for appointment by the Association's Board of Directors to Association special committees and task forces.

### **Article IV - Membership**

**Section 1. Classes and Qualifications.** There shall be the following classes of members:

**Active:** Active Members shall consist of those individuals engaged in the practice or supervision of secondary (middle level and/or high school) administration within one of the eight regions as defined in Article II, above.

**Associate:** Associate Members shall consist of persons, institutions, or other entities that do not meet the criteria for Active Membership.

**Life Members:** Life membership may be conferred by the Board of Directors and provides an individual with all of the privileges of an Active Member, except the ability to become an officer, a director, or a state coordinator of the Association.

The Board of Directors shall have the authority to review and pass upon the qualifications of all applicants for membership.

**Section 2. Categories, Qualifications.** The Board of Directors, by Board policy, shall have the authority to create categories of membership within each class of members and shall determine and set forth the qualifications, terms, and other conditions of each category of membership. The Executive Director shall have the authority to offer, on occasion, reasonable discounts on membership fees in order to promote membership to NASSP members and potential members.

**Section 3. Member in Good Standing.** A member who satisfies the criteria for eligibility as a member and who is current in payment of annual dues shall be considered in good standing in the Association.

**Section 4. Voting Rights.** Only Active Members in good standing shall have the right to vote at the annual meeting of the members on those items specified in Section 5 herein, as well as to vote on such other issues as the Board may choose to bring before the members. Other classes of members may attend meetings but may not vote.

**Section 5. Membership Meetings.**

a. There shall be an annual business meeting of the members during the Association's annual conference or upon such date, time, and place as the Board shall determine. Written notice of the annual business meeting shall be given at least 30 days prior to the meeting. During the annual business meeting, voting members shall have the right to vote on the following matters only:

- Election of the Board of Directors and officers
- Approval of amendments to the Articles of Incorporation or Bylaws
- Approval of annual membership dues increases
- Approval of any plan of merger or consolidation
- Sale, lease, exchange, mortgage, pledge, or other disposition of all or substantially all of the property and assets of the Association.

Voting on all other matters is expressly reserved for the Board of Directors.

b. Special meetings of the members may be called by the President of the Board or the Steering Committee. Except in cases of emergency, members shall receive notice stating the purpose of the special meeting not less than three days prior to the special meeting.

**Section 6. Quorum and Voting.** Each Active Member in good standing shall have one vote at any meeting of the members. A quorum shall consist of 52 Active Members present either in person or by proxy. A majority of the votes cast at a meeting at which a quorum is present shall constitute the action of the members.

## Article V - Board of Directors

**Section 1. Powers.** The governing body of the Association shall be the Board of Directors, which shall have supervision, control, and direction of the business, property, finances, and affairs of the Association; determine its policies or changes therein; actively prosecute these objectives; establish the financial policies of the Association; be accountable for Association assets; and be responsible for the interpretation of these Bylaws. The Board may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may, in the execution of the powers granted, delegate certain of its authority and responsibility to the Steering Committee.

**Section 2. Number and Qualifications.** Only Active Members who are practicing principals or assistant principals are eligible to be directors of the Association. The Board of Directors of the Association shall be composed of 24 voting members and 1 nonvoting member as follows:

- Four Diversity Directors to represent and encourage diversity on the Board
- Two At-Large Directors to serve staggered terms
  - One shall be a middle level school principal or assistant principal
  - One shall be an assistant principal
- Sixteen Regional Directors
  - Two from each region in which the director is employed
- Two ex-officio, voting officers
  - President
  - President-Elect
- One ex-officio, nonvoting officer
  - Executive Director.

**Section 3. Compensation.** Directors do not receive compensation for their services but may be reimbursed for expenses.

**Section 4. Election and Term of Office.** Directors on the Board of Directors shall be elected by the voting members at the annual business meeting and serve for a term of four years, commencing July 1 and ending June 30 of the fourth year. Once a director serves a full four-year term, that director is not eligible to serve as a director again.

**Section 5. Resignation.** Any director may resign at any time by giving written notice to the President of the Association. Such resignation shall take effect at the time specified therein, or, if no time is specified, at the time of acceptance thereof as determined by the President.

**Section 6. Removal.** Any director may be removed from such office, with or without cause, by a two-thirds vote of the Board of Directors.

**Section 7. Vacancies.** A director position shall be deemed vacant if, at any time during the four-year term of a director, the director ceases to meet the qualifications for his or her director position, dies, resigns, or is removed by a vote of the Board of Directors pursuant to Section 6 above. However, in the event that a director ceases to meet the qualifications for his or her position in the last year of his or her term, such director shall be given the option to remain in his or her position for the remainder of his or her assigned term. Vacancies shall not be filled until the next annual business meeting (by the region in which the vacancy occurs). The term of the director elected to fill the vacancy at the next annual business meeting shall be the unexpired term of the vacant position.

**Section 8. Regular Meetings.** A regular meeting of the Board of Directors of the Association shall be held at the site of the annual conference and at such other time, day, and place as shall be designated by the Board of Directors. Notice of the time, day, and place of any regular meeting of the Board of Directors shall be given at least 30 days prior to the meeting.

**Section 9. Special Meetings.** Special meetings of the Board of Directors may be called at the direction of the President or by the Steering Committee. Notice of the time, day, place, and purpose of any special meeting of the Board of Directors shall be given at least three days prior to the meeting.

**Section 10. Waiver of Notice.** Any director may waive notice of any meeting by a written statement executed either before or after the meeting. Attendance and participation at a meeting without objection to notice shall also constitute a waiver of notice.

**Section 11. Quorum.** A majority of the directors then in office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

**Section 12. Manner of Acting.** Except as otherwise expressly required by law, the Articles of Incorporation of the Association, or these Bylaws, the affirmative vote of a majority of the directors present at any meeting at which a quorum is present shall be the act of the Board of Directors. Each director shall have one vote. Voting by proxy shall not be permitted.

**Section 13. Unanimous Written Consent In Lieu of a Meeting.** The Board may take action without a meeting if written consent to the action is signed by all of the directors.

**Section 14. Telephone Meeting.** Any one or more directors may participate in a meeting of the Board of Directors by means of a conference telephone or similar telecommunications device, which allows all persons participating in the meeting to hear each other. Participation by telephone shall be equivalent to presence in person at the meeting for purposes of determining if a quorum is present.

## Article VI - Officers

**Section 1. Officers.** The officers of the Association shall consist of a President, President-Elect, and Secretary-Treasurer.

**Section 2. Qualifications of President and President-Elect.** Only Active Members who are practicing principals or assistant principals are eligible to be President and President-Elect of the Association.

**Section 3. Compensation.** Officers do not receive compensation for their services but may be reimbursed for expenses.

**Section 4. President.** The President shall be the chief elected officer of the Association and serve as Chairperson of both the Board of Directors and the Steering Committee, presiding at all meetings of the full board and the annual business meeting. The President shall also make all required appointments of standing and special committees.

**Section 5. President-Elect.** The President-Elect shall succeed to the Presidency. The President-Elect shall perform such duties as are delegated (or assigned) by the President or the Board of Directors and shall perform the duties of the President in the event that individual is unable to serve.

**Section 6. Election and Term of Office.** The President-Elect shall be elected by the voting members at the annual business meeting and serve for a term of one year and then shall serve as President for a term of one year,

or until a successor has been duly elected and properly qualified, and shall not be eligible for reelection to the same office. The term of the President-Elect and the President shall commence July 1 and end June 30 of the following year.

**Section 7. Resignation.** The President or President-Elect may resign at any time by giving written notice to the Board. Such resignation shall take effect at the time specified in the notice or, if no time is specified, immediately.

**Section 8. Removal.** The President or President-Elect may be removed from such office, with or without cause, by a two-thirds vote of the Active Members present and voting at any regular or special meeting of the members expressly for that purpose.

**Section 9. Vacancies.** The office of the President or President-Elect shall be deemed vacant if, at any time during the one-year term, the President or President-Elect ceases to meet the qualifications for the position, dies, resigns, or is removed in accordance with Section 8 above. If a vacancy occurs in the office of President, the President-Elect shall immediately succeed to the office of President for the remainder of the unexpired term and for the President-Elect's normal one-year term as President. The Board shall fill the vacant office of President-Elect for the remainder of the unexpired term. If a vacancy occurs in the office of President-Elect, the Board shall fill the vacancy for the remainder of the unexpired President-Elect term and call a special election to be held at the next annual meeting for the purpose of electing a President.

**Section 10. Secretary-Treasurer.** The Executive Director of the Association shall serve as the Secretary-Treasurer. The Secretary-Treasurer shall be responsible for and oversee all financial administration of the Association; ensure staff members properly receive and give receipts for moneys due and payable to the Association and deposit all such money in the name of the Association in appropriate banks; keep the minutes of the meetings of the Board of Directors; see that all notices are duly given in accordance with the provisions of these Bylaws; ensure staff members keep corporate records; and in general perform all duties incident to the office of Secretary-Treasurer and such other duties as may be assigned by the Board of Directors

**Section 11. Bonding.** If requested by the Board of Directors, any person entrusted with the handling of funds or valuable property of the Association shall furnish, at the expense of the Association, a fidelity bond, approved by the Board of Directors.

## Article VII - State Coordinators

Each State Affiliate shall elect or select an Active Member who is a practicing principal or assistant principal from that state to be the State Coordinator who shall represent the Association by: (a) Serving as active members of the NASSP Federal Grassroots Network. (b) Encouraging participation in the Federal Grassroots Network of other NASSP members in their state. (c) Participating in all sessions related to federal education policy and/or led by the U.S. Department of Education at the annual NASSP conference. (d) Attending the annual NASSP State Coordinators' meeting in Washington, D.C. (e) serving on the Board of Nominators (f) encouraging membership in the Association (g) interpreting and explaining the work and various projects of the Association to members and the State Affiliate (h) encouraging participation in the professional work of the Association (i) recommending key people in the state for appointment to a committee or task force of the Association by the Board of Directors; and (j) keeping the Board informed concerning problems and projects of the State Affiliates

## Article VIII - Nominations and Elections

**Section 1. Nominations.** Any Active Member may be nominated for a director or officer position.

a. For President-Elect or At-Large Director positions, a member may be nominated by:

- The board of directors of a State Affiliate, or
- Five State Coordinators from at least two regions

b. For regional or Diversity Director positions a member may be nominated by:

- The board of directors of a State Affiliate in the region the director would represent, or
- Two State Coordinators from the region the director would represent.

**Section 2. Board of Nominators.** Prior to the annual business meeting, the State Coordinators shall meet as a Board of Nominators. The President shall appoint a Chair of the Board of Nominators. The Board of Nominators will review the qualifications of all nominees and will select one nominee for each open director position and the President-Elect position. In order to be selected, a nominee must receive an affirmative vote of a majority of coordinators present at the Board of Nominators meeting in which a quorum is present. A majority of coordinators representing 26 votes shall constitute a quorum.

**Section 3. Election.** The Chair of the Board of Nominators will present the Board of Nominators' official report with the final nominees at

the annual business meeting. The nominees shall be elected by vote of the Active Members at the annual business meeting. Other nominations shall be called for in accordance with parliamentary procedure provided the name of any other member nominated shall be from the list submitted to the State Coordinators in advance of the Annual Meeting.

### Article IX - Executive Director

The Board of Directors shall appoint an Executive Director who shall be responsible for the day-to-day management of the Association, including carrying out the Association's goals and policies. The Executive Director will attend all Board meetings, report on the progress of the Association, answer questions of the Board members and carry out other duties as described in the job description or as may be determined by the Board of Directors. The Board of Directors, in accordance with Board policy, shall annually review and evaluate the performance of the Executive Director and, upon recommendation of the Steering Committee, determine a reasonable compensation level.

### Article X - Committees

**Section 1.** The Board of Directors has the authority and responsibility to create and disband committees; establish committee duties, conditions, and terms or services; and approve committee appointments, including designation of the chair and other committee officers.

**Section 2. Standing Committees.** Standing Committees shall be constituted to perform a continuing function and shall only be created or discharged by an amendment to these Bylaws. Vacancies in the membership of standing committees may be filled by the President with Board approval.

a. **Steering Committee.** The Steering Committee shall assist the Board of Directors in its oversight responsibilities by exercising the full powers and authority of the Board in the management of the business of the Association between regular Board meetings and in reviewing and making recommendations to the full Board as to fair and reasonable executive compensation levels. The Steering Committee shall not have any power or authority as to:

- The filling of vacancies in the Board of Directors
- The adoption, amendment, or repeal of these Bylaws
- Action on matters committed by these Bylaws or resolution of the Board of Directors to another committee of the Board
- Action on matters pertaining to the acquisition, sale, mortgage, or pledge of real property.

The Steering Committee shall consist of the President, President-Elect, and two other directors elected annually by the Board. All actions of the Steering Committee shall be subject to ratification by the full Board. The Steering Committee may meet in any manner necessary to conduct its business and shall keep regular minutes of its proceedings and report the same to the Board at the next meeting of the Board of Directors.

b. **Finance Committee.** The Finance Committee shall assist the Board of Directors in its oversight responsibilities relating to fiscal management of organizationwide financial assets. The Finance Committee shall consist of the Steering Committee and the four members of the Audit Committee.

c. **Audit Committee.** The Audit Committee shall assist the Board of Directors in its oversight and monitoring of the Association's systems of internal controls and risk mitigation; in ensuring compliance with legal and ethical standards; and in recommending to the full Board the selection, retention, or termination of independent auditors. The Audit Committee shall consist of four directors, appointed by the President, each of whom shall serve staggered two-year terms.

**Section 3. Special Committees and Task Forces.** The President, with Board approval, may create and appoint members to such other committees and task forces as they deem appropriate. Such committees and task forces shall have the power and duties designated by the Board of Directors and shall give advice and make nonbinding recommendations to the Board. Each committee and task force may adopt rules for its meetings not inconsistent with these Bylaws or with any rules adopted by the Board of Directors. Vacancies in the membership of special committees and task forces may be filled by the President.

### Article XI - Miscellaneous Provisions

**Section 1. Fiscal Year.** The fiscal year of the Association shall be July 1-June 30.

**Section 2. Notice.** Whenever, under the provisions of these Bylaws, notice is required to be given to a director, an officer, or a committee member, such notice shall be given in writing by first-class mail or overnight delivery service with postage prepaid to such person at his or her address as it appears on the records of the Association. Such notice shall be deemed to have been given when deposited in the mail or the delivery service. Notice may also be given by facsimile, electronic mail, or hand delivery and will be deemed given when received.

**Section 3. Parliamentary Procedure.** The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Association in

all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order adopted by the Association.

### Article XII - Indemnification

Every director, officer, and employee, and such others as specified from time to time by the Board of Directors, shall be indemnified by the Association against any and all expenses and liabilities reasonably incurred or imposed upon them in connection with any claim, action, suit, or proceeding to which they may be made a party or in which they may become involved, by reason of being or having been a director, an officer, or an employee, whether the person is a director, an officer, or an employee of the Association at the time such expenses are incurred. However, there shall be no indemnification in relation to matters as to which the director, officer, or employee is adjudicated guilty of a criminal offense or liable to the Association for damages arising out of his or her own gross negligence or willful malfeasance in the performance of their duties to the Association.

Amounts paid in indemnification of expenses and liabilities may include, but shall not be limited to, counsel fees and other fees; costs and disbursements; and judgments, fines, and penalties against, and amounts paid in settlement by, such director, officer, or employee. The Association may advance expenses or, where appropriate, may itself undertake the defense of any director, officer, or employee. However, such director, officer, or employee shall repay such expenses if it should be ultimately determined that they are not entitled to indemnification under this Article.

The Board of Directors may also authorize the purchase of insurance on behalf of any director, officer, employee, or other agent against any liability incurred by them which arises out of such person's status as a director, an officer, an employee, or an agent, whether or not the Association would have the power to indemnify the person against that liability under law.

### Article XIII - Amendments to Bylaws

These Bylaws may be amended or new Bylaws adopted upon the affirmative vote of two-thirds of the voting members at the annual business meeting or a special meeting of the members. The notice of the meeting shall set forth a summary of the proposed amendments. A proposed amendment must be submitted in writing at the preceding annual meeting or approved by the Board and then submitted in printed form to the members of the Association 30 days before the annual meeting.

Officially adopted at the Annual Business Meeting of the Association,  
March 18, 2006, Reno, NV (updated 2007, 2008, 2011)

## Policies

### Article I - Definitions

The terms listed below and used in NASSP's Articles and Bylaws are defined as follows:

**Section 1.** *Principal.*

"Principal" means the head school building level administrator.

**Section 2.** *Assistant Principal.*

"Assistant Principal" means an assistant school building level administrator.

**Section 3.** *Building Administrator.*

"Building Administrator" means a principal, an assistant principal, a supervisor, a dean, or any other individual whose primary function is school building level administration.

**Section 4.** *Practicing or Active.*

"Practicing" or "Active" means a building level administrator who spends a majority of the time on building level administrative responsibilities.

**Section 5.** *Affiliated State Association.*

"Affiliated State Association" means a state-level professional education association whose membership includes Active Members of the National Association of Secondary School Principals and the association has a current affiliation agreement with NASSP.

### Article II - Dues

**Section 1.** Annual dues for all members shall be:

Type	FY2011	FY2012*	FY2013
Individual	\$234.00	\$242.00	\$250.00
Institutional	\$234.00	\$242.00	\$250.00
Associate	\$ 79.00	\$ 82.00	\$ 85.00
Retired	\$ 46.00	\$ 48.00	\$ 50.00
International	\$107.00	\$111.00	\$115.00

\* Effective July 1, 2011

**Section 2.** The Executive Director shall have the authority to offer, on occasion, reasonable discounts on membership fees in order to promote membership to NASSP members and potential members. The results of such promotional activities shall be reported to the Board of Directors.

### Section 3. Membership Categories

#### Active Membership

**Active Individual.** Open to principals, assistant principals, and other administrators—building, district, and state. Membership is owned by the individual.

Benefits: All

**Active Institutional.** Open to principals, assistant principals, and other administrators—building, district, and state. Membership is owned by the school/institution.

Benefits: All

#### Associate Membership

**Associate.** Open to department heads, teachers, graduate students, professors, and all non-administrators interested in middle level or high school administration.

Benefits: Receive *Principal Leadership* magazine, *Principal's Research Review*, and *NASSP NewsLeader*. Do not receive legal or liability coverage. Pursuant to NASSP Bylaws, Associate Members cannot vote or hold office.

**Retired.** Open to all former members who have retired and/or no longer hold an administrative position.

Benefits: Receive *NASSP NewsLeader* and legal coverage for period of continuous Active Membership without a lapse. Pursuant to NASSP Bylaws, Retired Members cannot vote or hold office.

**International.** Open to all individuals employed outside the United States, U.S. Territories, and possessions interested in middle level or high school administration.

Benefits: Receive *Principal Leadership* magazine, *Principal's Research Review*, and *NASSP NewsLeader*. Do not receive legal or liability coverage. Pursuant to NASSP Bylaws, International Members cannot vote or hold office.

### Article III - Conflict of Interest

The National Association of Secondary School Principals requires its officers, directors, employees, agents, and partners to disclose any conflict of interest and excuse themselves from any discussion, decision, agreement, or contract that would directly or indirectly benefit themselves, a family member, or a close friend. Additionally, any person who has served or is serving as an officer or a director shall not solicit business from or enter into any agreement or contract with the National Association of Secondary School Principals for a period of one year after the conclusion of his or her service as an officer or a director of the Association.

### Article IV - Non-Discrimination

The National Association of Secondary School Principals does not discriminate on the basis of race, color, sex, religion, sexual orientation, national or ethnic origin, age, disability, or veteran status in any program, activity, or partnership administered by the Association or with regard to membership or employment with the Association.

### Article V - Guidelines for Endorsements

In reviewing endorsement proposals from organizations, be they for-profit or not-for-profit, NASSP shall use the following criteria in making a decision:

1. The endorsement or partnership fulfills NASSP goals, objectives, and Board policies.
2. The partnership and/or the endorsed program promotes the Association.
3. The endorsed program has sound educational merits and benefits those who participate, as judged against the criteria employed by the NASSP National Committee on Student Contests and Activities during its approval process.
4. The sponsoring organization is not a manufacturer or wholesale distributor of alcohol, tobacco, or other products and services that are inconsistent with NASSP's duty to be an advocate for the health, education, and safety of youth.

5. The sponsoring organization covers, totally or in part, the costs incurred by the Association in its involvement with the program.
6. The sponsoring organization has an excellent reputation and operates ethically.
7. The Association is not obligated to endorse directly or indirectly the sponsoring organization's other products, programs, or activities.
8. The Association is involved in the development of the program and has the right to exercise policy control and to review all aspects of the program, including marketing and public relations issues.

## Article VI. Diversity Directors

**Section 1. Definition of Diversity.** Diversity with respect to underrepresented groups shall be defined to include women and the following ethnic groups: Hispanic, African American, Asian-Pacific Islander, and Native American (as referenced by the U.S. Department of Census).

**Section 2. Election of Diversity Directors.** Election of four at-large Diversity candidates from even-numbered regions:

- Initial representation shall be allocated first as follows to the four even-numbered regions:
  - Region 4, one-year term; Region 6, two-year term;
  - Region 8, three-year term; Region 2, four-year term.
 (Odd-numbered regions correlate as follows with even-numbered regions: Region 3; Region 5; Region 7; and Region 1).
- Regional nominees (regions may nominate more than one person for consideration) from even-numbered regions presented at the Convention, beginning in 1999.
- One candidate to be elected from specified region.
- Recommendation by Board of Nominators.
- Election of candidates will be as stated on the following schedule:

## Underrepresented Groups Rotation Schedule

2011-2012	2012-2013	2013-2014	2014-2015
Region 3	Region 4	Region 4	Region 4
Region 5	Region 5	Region 6	Region 6
Region 7	Region 7	Region 7	Region 8
Region 1	Region 1	Region 1	Region 1
2015-16	2016-17	2017-18	2018-19
Region 4	Region 3	Region 3	Region 3
Region 6	Region 6	Region 5	Region 5
Region 8	Region 8	Region 8	Region 7
Region 2	Region 2	Region 2	Region 2
2019-20	2020-21	2021-22	2022-23
Region 3	Region 4	Region 4	Region 4
Region 5	Region 5	Region 6	Region 6
Region 7	Region 7	Region 7	Region 8
Region 1	Region 1	Region 1	Region 1
2023-24	2024-25	2025-26	2026-27
Region 4	Region 3	Region 3	Region 3
Region 6	Region 6	Region 5	Region 5
Region 8	Region 8	Region 8	Region 7
Region 2	Region 2	Region 2	Region 2
2027-28	2028-29	2029-30	2030-31
Region 3	Region 4	Region 4	Region 4
Region 5	Region 5	Region 6	Region 6
Region 7	Region 7	Region 7	Region 8
Region 1	Region 1	Region 1	Region 1

*Footnote: The Board of Directors will annually review the process, which provides representation for underrepresented groups. If the goal of diversity is not being met, the Board of Directors will conduct a call for candidates from specific underrepresented groups.*

**Officially adopted at the Annual Business Meeting of the Association,  
February 6, 1998, San Diego, CA  
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1904 Association Drive, Reston, VA 20191-1537  
703-860-0200 ■ 800-253-7746 ■ Fax 703-476-5432  
[www.nassp.org](http://www.nassp.org)