



MEMORANDUM

To: ASBA District Member Governing Board Members, Superintendents and Superintendent/Governing Board Secretaries

From: Ellen White, Executive Director

Date: September 16, 2025

Re: Proposed Changes to ASBA Bylaw and Voting Instructions

With the unanimous endorsement of the ASBA Board of Directors, the following recommended amendment to the ASBA Bylaws is being put forth to the membership for a vote.

Article VIII Section 1(b) of the ASBA Bylaws states:

Amendments may be submitted by action of a member board, the Board of Directors of this Association, or any committee appointed by it, and shall be transmitted to the executive director not later than September 15. Such amendments shall be forwarded to the membership at least thirty (30) days prior to the opening of electronic voting as approved by the ASBA Board of Directors.

As Executive Director, I hereby certify that I have received the following proposed changes to the ASBA Bylaws. In accordance with ASBA Bylaws, official notice is given of these proposed amendments.

Last year, many of you and your boards expressed that the volume of bylaw changes presented at once felt overwhelming. We heard your concerns. In response, the Governance Committee, chaired by Chris King of the Vail Unified School District and Pima County Director, revisited the proposals, refined them, and is now presenting updated recommendations for member consideration and approval. To ensure broader representation, the ASBA Board of Directors also expanded the Governance Committee to include members from every county.

While many of the proposed amendments are intended to improve clarity and consistency, several include substantive revisions. Highlights of the changes include:

- **Eligibility for Office** – Clarifies who is eligible to hold elected office within ASBA.
- **Meeting Protocols** – Defines who may address the assembly with the permission of the chair.
- **Representation** – Updates rules for county co-directors based on census data and clarifies the process for national appointments.
- **Executive Oversight** – Requires full board ratification of the Executive Director's contract within a designated timeframe.
- **Committees & Leadership** – Establishes standing committees, defines their duties and leadership, and outlines appointment authority.

Executive Director Ellen White

Treasurer Wendy Effing, Flowing Wells USD

President Tadeo De La Hoya, Gadsden ESD

Secretary Armando Montero, Tempe UHSD

President Elect Mitra Khazai, Madison ESD

Immediate Past President Desiree Fowler, Page USD



- **Emergency & Vacancy Procedures** – Details procedures for responding to emergencies, as well as filling vacancies and removals.
- **Voting & Quorum** – Authorizes electronic voting, increases quorum requirements, and sets timeframes for board action.
- **Caucus Alignment** – Requires caucus bylaws to align with those of the ASBA.

We appreciate your thoughtful review of these proposals and your continued commitment to strengthening ASBA governance.

The proposed change will be voted on by the membership as dictated in the ASBA Bylaws via the electronic voting process:

Section 1. *These Bylaws may be amended or repealed, or new ones adopted as follows:*

- a. *By a vote of two-thirds of the member boards using an electronic vote of the membership using a procedure adopted by the Board of Directors.*

The voting link is being sent to each member district board. **Electronic voting opens September 18, 2025, and will close at 5 p.m. on December 16, 2025.** Please review the enclosure detailing the procedure and timeline for electronic voting and put consideration of this change on your board's agenda at your regularly scheduled board meeting during this timeframe (now through Dec. 16, 2025). A model agenda item for this action is enclosed. This information, additional resources and the link for voting can be found on our website at: [2025 ASBA Bylaw Changes - Arizona School Boards Association](https://www.azsba.org/2025-ASBA-Bylaw-Changes-Arizona-School-Boards-Association)

All ASBA district member boards are strongly encouraged to exercise their ASBA membership rights and participate in voting. Your ASBA Board of Directors recommends a YES vote. A change to the bylaws requires an affirmative (YES) vote of two-thirds of all ASBA member district boards, making your board's participation incredibly important.

If you have any questions regarding the proposed changes or the electronic voting process, please contact me either by email (ewhite@azsba.org) or by phone at 602 254-1100 or 800 238-4701 (toll free).

Encls.

ELW/kks

📞 602.254.1100 | 📠 602.254.1177

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