

Job Descriptions
EXECUTIVE BOARD

(Also see individual Executive Board Member Job Description)

The Executive Board shall (1) conduct the business of the association; (2) shall be the interim policy-making body; and (3) shall interpret the policy of the DSEA Representative Assembly.

In addition to responsibilities outlined in the DSEA Bylaws the Board shall:

1. serve as the Executive Board of the Advocacy Fund
 - a. approve DSEA Advocacy Fund budget;
 - b. approve recommendations of state-wide candidates;
 - c. actively participate in Advocacy fundraising activity by personally contributing and/or actively soliciting PAC donations from members in accordance with PAC guidelines.
2. participate in the development and adoption of the DSEA Legislative Program;
3. monitor and make appropriate adjustments to the DSEA Legislative Program;
4. review the DSEA positions on legislation which is introduced into the General Assembly;
5. review any budget line, allocation, or disbursement which may potentially exceed or has exceeded the budgeted amount by more than 10 percent. The Board shall take appropriate action which may include budget adjustment, overage approval or it may prohibit future expenditures, as necessary;
6. approve Special Services endorsements and contracts related to those endorsements;
7. approve Executive Director/Professional Staff contracts.

Revised 5/99, 8/01, 5/22; 5/24