

**NORTHEAST WASHINGTON ASSOCIATION OF SCHOOL ADMINISTRATORS
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ARTICLE I

NAME AND PURPOSE

SECTION 1 – NAME

The organization shall be named the Northeast Washington Association of School Administrators, hereinafter referred to as NEWASA. NEWASA is a regional association of the Washington Association of School Administrators, hereinafter referred to as WASA.

SECTION 2 – PURPOSE

The purpose of NEWASA is to promote within the NEWASA region the purposes of WASA as stated in its bylaws.

ARTICLE II

MEMBERSHIP

SECTION 1 – ACTIVE MEMBERSHIP

To be an active member of NEWASA, one must have administrative responsibilities that constitute fifty percent (50%) or more of employment assignments in a public school district within the NEWASA region. Active members, having paid annual dues, are eligible to serve as NEWASA officers; to serve on standing or special committees; to serve as members of component groups; and have voting privileges.

SECTION 2 –SPECIAL MEMBERSHIP

Special memberships defined under WASA bylaws shall be eligible for membership in NEWASA unless excluded through action by the NEWASA Board of Directors. Special memberships shall have no voting privileges, nor shall they be eligible to serve as NEWASA officers, directors, or committee members. Special categories of memberships shall be established by the WASA Board of Directors.

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SECTION 3 – ELIGIBILITY AND TERMINATION

A. ELIGIBILITY

The Board of Directors of NEWASA shall have the sole authority and discretion to determine all questions of eligibility for or termination of an individual's membership.

B. GROUNDS FOR TERMINATION

Individual members may be terminated for ineligible membership, failure to pay dues in a timely or approved manner, unprofessional conduct and such other stipulated causes the Board of Directors may deem sufficient. "Sufficient cause" may include, but not be limited to, conduct or activities tending to undermine the policies, programs or activities of WASA or which tend to discredit the entire organization.

C. NOTICE AND HEARING

Notice and hearing of a proposal to terminate an active member shall follow the guidelines in the WASA bylaws, with the Boards of Directors of NEWASA acting as the hearing body and the written request for hearing being directed to the President of NEWASA.

D. DUES REFUND

In the event of termination of membership, the member shall be entitled to the refund of the unused portion of his/her annual dues prorated to the nearest calendar month.

SECTION 4 – DUES

A. ACTIVE MEMBERS

Dues for Active members shall be set annually. There shall be no dues for special memberships.

B. FISCAL YEAR

The membership and fiscal year shall be as authorized by WASA bylaws, which is currently from July 1 of one year through June 30 of the following year.

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C. DUE DATE

Active member dues are payable on or before November 1 of each membership year.

D. DUES COLLECTION

The NEWASA organization shall collect all dues, assessments, or fees.

ARTICLE III

ORGANIZATION

SECTION 1 – MEMBERSHIP REGION

The geographical membership region for NEWASA shall be the same as the geographical region for Northeast Washington Educational Service District 101 (NEWESD 101).

SECTION 2 – OFFICERS

A. PRESIDENT

The President shall preside at all meetings including the Board of Directors; prepare, with the authority of the Board of Directors, a definite program for each meeting; call special meetings of the Board of Directors; appoint NEWASA members to general and special committees; appoint NEWASA members as chairpersons of WASA Standing Committees; and perform other duties which are normal responsibilities of the chief executive of such an organization.

B. PRESIDENT-ELECT

The President-elect shall assume all duties of the President in the absence, death, removal from office, ineligibility, or resignation of the President and shall advance to the office of President in the succeeding membership year.

C. SECRETARY-TREASURER

The Secretary-Treasurer shall keep records of all formal actions of NEWASA and meetings of the Board of Directors, and issue advance notice of regular membership of Board of Directors meeting. The Secretary-Treasurer shall be the custodian of all moneys and personal property of NEWASA; receipt, deposit, disburse and keep records of financial transactions; and report and forward records of financial transactions to WASA.

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D. PAST-PRESIDENT

The Past President shall serve on the Board of Directors as an advisor to the President and President-Elect in the membership year following his/her year as President; serve as the chairperson of the election nominations committee for NEWASA officers in the year following his/her year as Past President; and perform other duties as requested by the President or President-elect.

E. REPRESENTATIVE TO THE WASA BOARD

The NEWASA regional representative to the WASA Board of Directors shall be eligible for the position, elected, and serve in accordance with the bylaws of WASA.

F. NOMINATIONS AND ELECTIONS

Officers shall be nominated and elected as specified in Section 3, Paragraph D.

G. ELIGIBILITY

Members meeting and maintaining the eligibility requirements of Article II may be nominated, elected and serve as officers.

SECTION 3 – BOARD OF DIRECTORS

A. AUTHORIZATION

A Board of Directors is hereby authorized to conduct the formal business of NEWASA. All actions of the Board of Directors are deemed approved by the general membership, except for the election of officers, unless a written petition signed by 10 members in good standing, specifying the action(s) in question, is received by the President within ninety (90) days of approval of the questionable action by the Board of Directors.

B. MEMBERS

1. Voting members of the Board of Directors shall be the officers as specified in Article III and the chairperson of the Component Groups specified in Article IV, Section 7.
2. Ad-hoc members of the Board of Directors shall be authorized by the Board of Directors and may include, but are not limited to, Standing Committee Chairpersons, Chairpersons of Superintendent organizations in the NEWASA region, and the ESD Superintendent or designee.

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C. DUTIES

The duties of the Board of Directors are to serve as the governing body of NEWASA; to fill vacancies in officer positions caused by death, resignation, removal from office, or ineligibility; to advise with the President; to plan and coordinate NEWASA meetings and activities; to maintain a communication network throughout the NEWASA region; to nominate candidates for officers of NEWASA and present nominees to the general membership for approval; to propose and approve a budget and dues for NEWASA obligations; to appoint and/or elect representatives to NEWASA or WASA committees or ad-hoc groups when either the President fails to appoint, or WASA or this Constitution are unclear on selection criteria or procedures; and to perform all other governing actions required of NEWASA which this Constitution fails to address.

D. NOMINATION AND ELECTION

1. Officers and Component Groups chairpersons shall be nominated in February and elections conducted in March of each year to meet the requirements of WASA.
2. Each Component Group shall elect a chairperson to serve on the NEWASA Board of Directors and represent NEWASA at the WASA Representative Assembly pursuant to WASA bylaws.

E. TERM OF OFFICE

1. The term of office for officers specified in Article III, except for the Representative to the WASA Board, shall begin on July 1 and continue for one year.
2. The term of office for Component Group members of the Board of Directors shall begin on July 1 and continue for two years. Representatives for the Special Education Administrators Component, Instructional Program Administrators Component, and Business and Personnel Administrators Component shall be elected in the odd numbered years. Representative from the Principal and Superintendent Components shall be elected in the even numbered years.

SECTION 4 – COMPONENT GROUPS

NEWASA Component Groups shall be: Special Education Administrators, Instructional Program Administrators, Business and Personnel Administrators, Principals, and Superintendent. This list of Component Groups shall be amended to conform to WASA bylaws.

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SECTION 5 – ESD SUPERINTENDENT’S ADVISORY

Pursuant to Chapter 28A.310.430 RCW, the ESD Superintendent may request opportunities to use the NEWASA Board of Directors or the Superintendent Component in an advisory capacity to the ESD Superintendent.

ARTICLE IV

AMENDMENTS

The Constitution and Bylaws may be amended by two-thirds vote of those eligible members present and voting at any meeting provided that a notice of said amendment has been read at a previous meeting and has been submitted in writing to all members of NEWASA at least four weeks in advance of the vote.

ARTICLE V

COMMITTEES

SECTION 1 – GENERAL COMMITTEES

There shall be general committees as recognized by the WASA Bylaws. The presidents shall appoint the chairperson of general committees and these appointees are the representatives of NEWASA on like WASA general committees. Members of general committees, other than the chairperson, shall serve at their own pleasure.

SECTION 2 – SPECIAL COMMITTEES

As the need arises, special committees shall be appointed by the President.

SECTION 3 – COMMITTEE REPORTS

A. GENERAL AND SPECIAL COMMITTEES

All general and special committees shall report as needed to the NEWASA Board of Directors or membership as appropriate.

B. POSITIONS AND CALL FOR ACTION

Component Groups, general and special committees may ask the Board of Directors and general membership to take a position or call for action.

ARTICLE VI

MEETINGS

A. MEETING TIMES

The regular meetings of total membership shall be held on the dates and at the times annually approved and published by the Board of Directors, or in the event of conflicts, as otherwise scheduled by the Board of Directors.

B. SPECIAL MEETINGS

Special meetings of the total membership may be called at the discretion of the Board of Directors by majority vote, or the President. A special meeting requested by written petition, signed by 10 members in good standing, and presented to the President, must be honored within 15 days of receipt by the President.

C. BOARD OF DIRECTORS MEETINGS

Meetings of the Board of Directors shall be on the dates annually approved and published by the Board of Directors, or when called by the President. A special meeting of the Board of Directors requested by written petition, signed by three eligible members of the Board of Directors, and presented to the President, must be honored within fifteen days of receipt by the President.

ARTICLE VII

RULES OF ORDER AND QUORUM

SECTION 1 – REGULAR MEETING

A quorum of any regular meetings of the total membership shall consist of one-fourth of the eligible members of NEWASA.

SECTION 2 – BOARD OF DIRECTOR MEETING

A quorum for the Board of Directors or any committee of NEWASA shall be a majority of its membership.

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ARTICLE VIII

PARLIAMENTARY RULES

“Roberts Rules of Order, Revised” shall be the authority on questions of parliamentary rules.

ARTICLE IX

DISSOLUTION OR LIQUIDATION

In the event NEWASA dissolves or liquidates, it shall be done in accordance with the procedures in the WASA Bylaws.