

WASHINGTON ASSOCIATION OF SCHOOL ADMINISTRATORS

COLUMBIA RIVER REGION 112

BYLAWS

ARTICLE I

NAME

SECTION 1 – NAME

The organization shall be named the Washington Association of School Administrators- Region 112, hereinafter, commonly referred to as WASA-112. The WASA-112 is a regional association of the Washington Association of School Administrators, hereinafter, commonly referred to as WASA.

ARTICLE II

PURPOSE

SECTION 1 – PURPOSE

The purpose of the WASA-112 is to promote and support public school administrators in general and WASA and WASA-112 activities specifically.

ARTICLE III

MEMBERSHIP

SECTION 1 – MEMBERSHIP

To be an active member in WASA-112, one must be within the WASA-112 region, pay WASA-112 dues in a timely manner, and participate in WASA-112 activities. Active members have voting privileges and are eligible to serve as WASA-112 officers.

SECTION 2 – SPECIAL MEMBERS

Persons eligible to be an Associate or an Honorary Life member under WASA bylaws may be Associate or Honorary Life members (respectively) in WASA – 112. Associate and Honorary members shall have no voting privileges, nor shall they be eligible to serve as WASA-112 officers other than ex-officio.

SECTION 3 – ELIGIBILITY AND TERMINATION

- A. The Leadership Team of WASA-112 shall have the sole authority and discretion to determine all questions of eligibility for and termination of membership consistent with WASA bylaws.
- B. Notice and hearing of a proposal to terminate an active member shall follow the guidelines in the WASA bylaws, with the Leadership Team of WASA-112 acting as the hearing body and the written request for a hearing being directed to the President of WASA-112.

SECTION 4 – CONFLICT OF INTEREST

Members shall not engage in nor have a direct financial interest or gain in any activity which conflicts with his/her duties and responsibilities.

SECTION 5 – DUES

- A. The Leadership Team sets the dues for active members at the first fall meeting of each school year. There shall be no dues for Associate and Honorary Life members.
- B. The membership and fiscal year shall date from July 1 of one year to June 30 of the following year.

ARTICLE 3 OFFICERS

SECTION 1 – PRESIDENT

The President shall be the chief elective official of WASA-112 and shall administer its affairs under the direction of the Leadership Team. The President shall preside over all meetings of the Leadership Team and the membership, call meetings of the Leadership Team as necessary or upon the request of a majority of the members of the Leadership Team, and perform such other duties as may be prescribed in these bylaws.

SECTION 2 – PRESIDENT-ELECT

The President-Elect shall assist the President and perform the duties of the President during his/her absence. In the event of a vacancy in the office of the President, he/she shall immediately become President for the remainder of the unexpired term as well as for the subsequent terms.

SECTION 3 – PAST-PRESIDENT

The Past President shall serve as a member of the Leadership Team.

SECTION 4 – SECRETARY-TREASURER

The Secretary-Treasurer shall maintain the funds of WASA-112, collect dues from members, maintain the financial records of WASA-112, and pay bills approved by the Leadership Team.

The Secretary-Treasurer shall maintain minutes of the Leadership Team and general membership meetings, notify members of meetings, and have available copies of the bylaws for all members.

The Secretary-Treasurer shall perform other usual and customary functions delegated to the Secretary-Treasurer of an organization.

SECTION 5 – WASA BOARD REPRESENTATIVE

The WASA Board Representative shall serve as the liaison between WASA – 112 and the WASA Board and serve on the WASA-112 Leadership Team.

SECTION 6 – COMPONENT GROUP LEADERSHIP

Within each WASA-112 Component Group, as defined by WASA, one representative shall be elected. Each component group representative shall lead the activities of his/her component group, serve on the WASA-112 Leadership Team, act as a delegate to the WASA representative assembly, and maintain communications with the statewide WASA component group.

SECTION 7 – TERMS OF OFFICE

The term of office for regularly elected officers shall begin July 1. Each officer shall serve a one-year term. The President-Elect shall automatically become President following his/her term as President-Elect.

SECTION 8 – VACANCIES

In case a vacancy occurs in the office of President-Elect or Secretary-Treasurer, an election may be held to fill the vacancy only after proper notice of a general membership meeting of at least a week. Nominations and voting shall then proceed as outlined in Article 4 (ELECTIONS) of these bylaws.

ARTICLE 4 ELECTIONS

SECTION 1 – NOMINATIONS

The Past President and two other members of the Leadership Team appointed by the President will present the following nominations to the general membership of WASA-112 at the spring meeting: President-Elect (two-year term - one year as President-Elect and one year as President), Secretary-Treasurer (one-year term), and WASA Board Representative (three-year term). Additional nominations for President-Elect, Secretary-Treasurer, and WASA Board Representative may be made from the floor.

SECTION 2 – VOTING

Immediately following the spring meeting, ballots will be mailed to active members. If all candidates for a position receive less than a majority of the votes cast, a runoff election shall be held between the two candidates receiving the highest number of votes.

SECTION 3 – WASA COMPONENT GROUPS

WASA-112 shall be composed of component groups established by WASA. These are currently Special Education Administrators, Instructional Program Administrators, Business and Personnel Administrators, Principals, and Superintendents. Should WASA change the component groups, those changes shall be incorporated automatically as part of these bylaws.

Following the general membership elections, each component group shall elect a representative to the Leadership Team. Component group elections shall be held by June 10, and representatives shall serve one-year terms beginning July 1.

ARTICLE 5 LEADERSHIP TEAM

SECTION 1 – MEMBERSHIP

The Leadership Team of WASA-112 (President, President-Elect, and Secretary-Treasurer, WASA Board Representative, Component Group Representatives, and Standing Committee Chairs) shall be the administrative body of WASA-112 and, as such, shall exercise all the powers, duties, and rights of corporate directors subject to limitations and restrictions provided by these bylaws and WASA's bylaws. Its duties shall include but not be limited to:

1. Plan and coordinate the region's meetings and activities.
2. Develop and maintain a communications network throughout the region and liaison with WASA.
3. Appoint representatives to WASA committees and taskforces.
4. Make recommendations to the general membership and implement recommendations and policies adopted by them.
5. Perform such responsibilities as may be prescribed elsewhere by these bylaws.
6. Approve for payment all bills submitted to WASA-112.

SECTION 3 – MEMBERSHIP REQUIREMENT FOR ACTION

A majority of the Leadership Team present at any appropriately scheduled meeting shall have the power to act.

SECTION 4 – MEETINGS

The Leadership Team shall hold no less than four meetings per year.

ARTICLE 6 GENERAL MEETINGS

SECTION 1 – NOTICE

Members must receive at least one week notice for a general meeting of the WASA-112 membership to be held.

SECTION 2 – MINIMUM NUMBER OF MEETINGS

There shall be a minimum of three meetings of the general membership each year.

SECTION 3 – MEMBERSHIP REQUIREMENTS FOR ACTION

A majority of those present at any meeting of the general WASA-112 membership shall have the power to act.

SECTION 4 – POWERS AND DUTIES

The power and duties of the general membership shall include the following:

1. Consider and act on all recommendations and proposals brought before it and advise the Leadership Team on implementing decisions of the general membership.
2. Perform such other responsibilities as may be prescribed elsewhere in these bylaws.

ARTICLE 7 COMMITTEES

SECTION 1 – STANDING COMMITTEES

WASA-112 standing committee representative shall be appointed for each WASA standing committee.

Members and alternates to WASA standing committees shall be appointed by the WASA-112 Leadership Team. Standing committees are as follows: State Board Liaison, Building Liaison, Federal Legislation, Honorary Awards, Legislation and Finance, Membership, Small Schools, Resolutions, Professional Development, Professional Ethics, and Special Services.

SECTION 2 – SPECIAL COMMITTEES

Special committees may be authorized by the general membership, the Leadership Team, or these bylaws. Size, membership, and termination date of the committee shall be determined by the authorizing agent. In cases where these factors are not clear, the Leadership Team shall make the final decisions.

ARTICLE 8 State Board of Directors Vacancy

SECTION 1 – REGIONAL REPRESENTATION

In the event that the WASA-112 region is not represented on the WASA State Board of Directors, the WASA-112 President shall be designated as regional representative to the WASA Board.

**ARTICLE 9
RULES OF ORDER**

SECTION 1 – PARLIAMENTARY PROCEDURES

Robert's Rules of Order Newly Revised shall control parliamentary procedure.

SECTION 2 – STANDING RULES AND POLICIES

All rules, policies, and positions adopted by the general membership or the Leadership Team in accordance with these bylaws, but not specifically covered therein, shall be recorded in a document entitled the “Standing Rules and Policies of WASA-112.”

SECTION 3 – AMENDMENTS TO THESE BYLAWS

These bylaws may be amended by any meeting of the general membership of WASA-112 by a majority vote of the active members present, provided that:

1. The proposed amendment was submitted in writing at the previous general meeting and subsequently mailed to all WASA-112 members at least one week before the scheduled vote, or
2. The proposed amendments are submitted by the Leadership Team and the written proposal mailed to all WASA-112 members at least one week before scheduled vote.

**ARTICLE 10
DISSOLUTION OR LIQUIDATION**

In the event WASA-112 dissolves or liquidates, it shall be done in accordance with the procedures in the WASA bylaws.