

# **BYLAWS OF WASHINGTON ASSOCIATION OF SCHOOL ADMINISTRATORS**

## **PIERCE COUNTY REGION 111**

### **ARTICLE 1 NAME AND PURPOSES**

#### **SECTION 1 – NAME**

The organization shall be named Washington Association of School Administrators, Pierce County Region 111, hereinafter commonly referred to as WASA Region 111. WASA Region 111 is a regional association of the Washington Association of School Administrators, hereinafter commonly referred to as WASA.

#### **SECTION 2 – PURPOSES**

The purpose of WASA Region 111 is to promote the welfare of the educational community, professional growth of its members, and the purposes of WASA as stated in its bylaws.

### **ARTICLE 2 MEMBERSHIP**

#### **SECTION 1 – ACTIVE MEMBERSHIP**

To be an active member of WASA Region 111, one must pay WASA Region 111 region dues and be an active member in WASA. Active members have voting privileges and are eligible to serve as officer.

#### **SECTION 2 – SPECIAL MEMBERS**

Persons eligible to be an Associate or an Honorary Life member under WASA bylaws may be an Associate or Honorary Life member (respectively) in WASA Region 111. Associate or Honorary Life members shall have no voting privileges nor shall they be eligible to serve as officers.

#### **SECTION 3 – ELIGIBILITY AND TERMINATION**

A. The Leadership Team of WASA Region 111 shall have the sole authority and discretion to determine all questions of eligibility for and termination of membership consistent with WASA bylaws.

- B. Notice of hearing of a proposal to terminate an active member shall follow the guidelines contained in the WASA bylaws, with the Leadership Team of WASA Region 111 acting as the hearing body and the written request for a hearing being directed to the President of WASA Region 111.

#### **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. Dues for active members shall be set by the Leadership Team annually and approved by the general membership prior to the end of the previous fiscal year. There shall be no dues for Associate or Honorary Life members.
- B. By a majority vote of the membership, an assessment may be added to regular dues to support special WASA Region 111 projects such as a scholarship fund.
- C. The membership and fiscal year shall date from July 1 of one year through June 30 of the following year.

#### **SECTION 6 – MEMBERSHIP REGION**

Membership is open to all school administrators in Pierce County.

### **ARTICLE 3 OFFICERS**

#### **SECTION 1 – PRESIDENT**

The President shall be the chief elective official of WASA Region 111 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. The President shall preside over all general membership meetings.

#### **SECTION 2 – PRESIDENT-ELECT**

The President-Elect shall assist the President and perform the duties of the President during the President's absence. In the event of a vacancy in the office of the President, the President-Elect shall immediately become President for the remainder of the unexpired term as well as for the subsequent term.

### **SECTION 3 – SECRETARY/TREASURER**

- A. The Secretary/Treasurer shall maintain the funds of WASA Region 111, collect dues from members, maintain the financial records, pay legally obligated bills, and perform the other necessary functions usually delegated to the treasurer of an organization.
- B. The Secretary/Treasurer shall maintain minutes of the Leadership Team and general membership meetings, notify members of meetings, provide copies of the bylaws to all new members, and perform other necessary functions usually delegated to the secretary of an organization.

### **SECTION 4 – WASA COMPONENT GROUP REPRESENTATIVES**

Component Group Representatives shall be members of the Leadership Team. The five component groups are: instructional program administrators, business and personnel administrators, special education administrators, principals, and superintendents.

### **SECTION 5 – AT-LARGE REPRESENTATIVE**

One member of the Leadership Team shall be elected at large. This representative may come from any component group.

### **SECTION 6 – WASA BOARD OF DIRECTORS REPRESENTATIVE(S)**

If a component group member from the region is elected to the Board of Directors of WASA, they shall also be a member of the WASA Region 111 Leadership Team. If the region is not represented on the WASA Board by a component group person, the region shall elect a representative who shall also be a member of the WASA Region 111 Leadership Team.

### **SECTION 7 – TERMS OF OFFICE**

The term of office for regularly elected officers shall begin on July 1 following the date of their election. Each officer shall serve a one-year term or until a successor has been elected. The President-Elect shall automatically become President following his/her term of President-Elect.

### **SECTION 8 – VACANCIES**

In case a vacancy occurs in the office of President-Elect or Secretary/Treasurer, a Nominating Committee composed of three members appointed by the President shall nominate one or more candidates. Further nominations and voting shall then proceed as outlined in Article 6 (ELECTIONS) of these bylaws.

## **ARTICLE 4 ELECTIONS**

### **SECTION 1 – NOMINATIONS**

By April 1, a three-member Nominating Committee appointed by the President shall nominate candidates for each office. No member of the Nominating Committee may be nominated for one of these offices.

### **SECTION 2 – VOTING**

Voting shall be conducted for each officer position. If any candidate for a position receives less than a majority of the votes cast, a runoff shall be held between the two candidates receiving the highest number of votes.

## **ARTICLE 5 LEADERSHIP TEAM**

### **SECTION 1 – MEMBERSHIP**

The Leadership Team of WASA Region 111 shall be composed of WASA Region 111 officers, the immediate Past President, representatives from each component group, a representative at large, and if required, a regional representative to the WASA Board of Directors.

### **SECTION 2 – DUTIES**

The Leadership Team shall be the administrative body of WASA Region 111, and, as such, shall exercise the powers, duties, and rights of corporate directors subject to the limitations and restrictions provided by these bylaws and WASA's bylaws. Duties of the Leadership Team shall include, but not be limited to:

- A. Making recommendations to the general membership.
- B. Implementing recommendations and policies adopted by the general membership.
- C. Performing such responsibilities as may be prescribed elsewhere in these bylaws.

### **SECTION 3 – MEMBERSHIP REQUIREMENTS FOR ACTION**

A majority of the Leadership Team 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 WASA Region 111 to be held.

### **SECTION 2 – MINIMUM NUMBER OF MEETINGS**

During the school year there shall be at least seven (7) meetings of the general membership unless cancelled by the Leadership Team. Additional meetings may be scheduled.

### **SECTION 3 – MEMBERSHIP REQUIREMENTS FOR ACTION**

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

### **SECTION 4 – POWERS AND DUTIES**

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

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

## **ARTICLE 7 COMMITTEES**

### **SECTION 1 – STANDING COMMITTEES**

A WASA Region 111 standing committee shall exist for each WASA standing committee. Each WASA Region 111 standing committee shall be chaired by the WASA Region 111 representative to the WASA standing committee. Membership for each standing committee shall consist of a chairperson, chair-elect and additional members as determined by the Leadership Team.

Members and alternates to WASA standing committees shall be appointed by the President and ratified by the Leadership Team.

### **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 special committees shall be determined by the President and ratified by the Leadership Team. In cases where these factors are not clear, the Leadership Team shall make the final decisions.

## **ARTICLE 8 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 “Standing Rules and Policies of WASA Region 111.”

### **SECTION 3 – AMENDMENTS TO THESE BYLAWS**

These bylaws may be amended at any meeting of the general membership of WASA Region 111 by a majority vote of the active members present, provided that the proposed amendment was submitted in writing at the previous general meeting and subsequently mailed to all WASA Region 111 members at least one week before the scheduled vote.

**ARTICLE 9**  
**DISSOLUTION OR LIQUIDATION**

In the event WASA Region 111 dissolves or liquidates, it shall be done in accordance with the procedures contained in the WASA bylaws.

Bylaws revised:      April 25, 1985  
                                 October 22, 1987  
                                 April 26, 1989  
                                 May 13, 2011  
                                 January 18, 2013  
                                 March 14, 2014