

Sno-Isle Association of School Administrators

BYLAWS OF THE SNO-ISLE ASSOCIATION OF SCHOOL ADMINISTRATORS

ARTICLE I NAME

The name of this organization shall be the Sno-Isle Association of School Administrators, herein after, commonly referred to as Sno-Isle ASA.

ARTICLE II OBJECT

The purpose of this organization shall be:

1. To promote, maintain, and improve the quality of educational leadership and related services in Snohomish and Island Counties.
2. To encourage the cooperation and communication on matters of mutual interest to administrators in Snohomish and Island Counties.

ARTICLE III MEMBERS

SECTION 1

Active, voting membership in Sno-Isle ASA shall be on the basis of WASA membership and active professional involvement and leadership responsibility in education within Snohomish or Island Counties. Persons whose assignments identify them as performing administrative and/or supervisory responsibilities for at least 50 percent of their assignment including those in training, support, and consulting services shall be eligible for membership.

SECTION 2

Membership dues shall be determined by the Executive Board.

SECTION 3

The Executive Board shall have the sole authority and discretion to determine all questions of eligibility for and termination of membership consistent with these bylaws. Active membership may be terminated for ineligible membership; failure to pay dues in a timely or approved manner; unprofessional conduct; and such other stipulated causes the Executive Board may deem sufficient. All other categories of membership may be terminated by the Executive Board without cause. In the event of termination of membership, the member shall be entitled to the refund of the unused portion of his/her annual dues.

SECTION 4 – CONFLICT OF INTEREST

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

ARTICLE IV OFFICERS

SECTION 1 – OFFICERS

The officers shall be President, President-Elect, Secretary-Treasurer, *Regional-Director*, and Immediate Past President.

SECTION 2 – DUTIES

The officers of this organization shall assume the duties prescribed by these bylaws and by the parliamentary authority adopted by the Association.

SECTION 3 – TERM

The terms of the officers shall be for one year from July 1 to June 30, or until a successor shall have been qualified, except that the *Regional Director* shall have a three-year term.

SECTION 4 – ELECTIONS

The officers shall be elected by secret mailed ballot of the membership prior to the May meeting. The Secretary-Treasurer shall conduct the election.

SECTION 5 – VACANCIES

1. In case a vacancy occurs in the office of President, the President-Elect shall succeed to the office of President and serve the remainder of the term as well as the following year.

2. In case of a vacancy in the office of President-Elect or *Regional Director*, a new President-Elect or *Regional Director* shall be elected by the general membership.
3. In the case of a vacancy in the office of Secretary-Treasurer, a new Secretary-Treasurer shall be appointed by the Executive Board.

ARTICLE V MEETINGS

SECTION 1

At least five meetings per year shall be held by the Association. Special meetings shall be called at the discretion of the Executive Board. The Executive Board shall meet on call by the President.

SECTION 2

A quorum of the Executive Board shall be three officers provided that one of the three is the President or his/her designee.

ARTICLE VI EXECUTIVE BOARD

SECTION 1 – OFFICERS

The officers of the Association shall be the Executive Board.

SECTION 2

The Executive Board shall conduct the business of the organization between the general membership meetings.

SECTION 3 – QUORUM

A quorum of the Executive Board shall be three officers provided that one of the three is the President or his/her designee.

ARTICLE VII COMMITTEES

SECTION 1 – MEMBERSHIP COMMITTEE

Membership Committee composed of the President-Elect and two other members shall be appointed by the Executive Board. The duties of the committee shall be to (1) prepare material for soliciting new members, (2) contact all members with membership materials before the first scheduled meeting of the year, and (3) maintain a current membership roster.

SECTION 2 – PROGRAM COMMITTEE

A program Committee of three members shall be appointed by the Executive Board. It shall be the duty of this committee to plan the program for the general membership meetings. It shall be the duty of the chairperson of the committee to attend the Executive Board meetings.

SECTION 3 – AUDITING COMMITTEE

An Auditing Committee of three members shall be appointed by the Executive Board at the last general membership meeting of the year. No member of the Auditing Committee shall be a member of the Executive Board.

SECTION 4 – STATE COMMITTEE

Representatives on state standing committees shall be chosen by the Executive Board except that representation on component group committees shall be elected by members in those categories.

SECTION 5 – COMPONENT GROUP COMMITTEES

Component Group Committees shall be organized according to the major categories of membership: Business and Personnel Administrators, Instructional Program Administrators, Principals, Special Education Administrators and Superintendents. The committee chairperson shall be selected by the respective personnel in each component group by the end of the September meeting. The committee chairperson shall be notified of all Executive Board meetings.

**ARTICLE VIII
PARLIAMENTARY AUTHORITY**

In all matters not covered by its bylaws, this organization shall be governed by the most recent edition of Robert's Rules of Order Revised. The President is empowered to appoint a parliamentarian.

**ARTICLE IX
AMENDMENT OF BYLAWS**

SECTION 1

These bylaws may be amended by any regular meeting of the Association by a two-thirds vote of the active members present provided that notice of the proposed amendment be submitted in writing to the Executive Board in time for mailing copies to each member two weeks prior to a regular meeting of the Association.

Adopted
April 1979
Amended November 1995
Amended September 25, 2013