

**THE BYLAWS OF THE
WASHINGTON ASSOCIATION OF SCHOOL ADMINISTRATORS**

Region 108 – S W I S

ARTICLE 1

NAME AND PURPOSE

SECTION 1 – NAME

The organization shall be named the Washington Association of School Administrators, hereinafter commonly referred to as WASA – SWIS (Skagit, Whatcom, Island, and San Juan). The WASA-SWIS is a regional association of the Washington Association of School Administrators, hereinafter commonly referred to as WASA.

SECTION 2 – PURPOSE

The purpose of the WASA-SWIS is to promote within the WASA-SWIS area the purposes of WASA as stated in its bylaws.

ARTICLE 2

MEMBERSHIP

SECTION 1 – ACTIVE MEMBERSHIP

To be an active member in WASA-SWIS, one must be within the WASA-SWIS region and be an active member in WASA. Active members have voting privileges and are eligible to serve as WASA officers.

SECTION 2 – SPECIAL MEMBERSHIPS

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

SECTION 3 – ELIGIBILITY AND TERMINATION

- A. The Executive Committee of WASA-SWIS 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 Executive Board of WASA-SWIS acting as the hearing body and the written request for a hearing being directed to the President of WASA-SWIS.

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 at the September meeting. 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 108 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 – REGION MEMBERSHIP

Membership is open to all school administrators in WASA Region 108 (Skagit, Whatcom, Island and San Juan Counties).

ARTICLE 3

ELECTIONS

SECTION 1 – NOMINATIONS

Each spring a three-member Nominating Committee appointed by the President shall nominate two candidates for each officer whose term expires that September 30th, (generally the President-Elect and Secretary-Treasurer). No member of the Nominating Committee may be nominated for one of these offices.

When these nominations are presented at a meeting of the general membership of WASA-SWIS, additional nominations for all positions may be made from the floor.

SECTION 2 – VOTING

Voting shall be by secret ballot for each position. Tallying will be done by a three-member Election Board appointed by the President and composed of persons who are not candidates for any 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.

SECTION 3 – VACANCIES

In case a vacancy occurs in the office of the 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 3 (ELECTIONS) of these bylaws.

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 – STANDING COMMITTEES

A WASA Region 108 standing committee shall exist for each WASA standing committee. Each WASA Region 108 standing committee shall be chaired by the WASA Region 108 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 6 – WASA BOARD OF DIRECTORS REPRESENTATION

This representative shall attend WASA Board meetings and report on these meetings at WASA-SWIS regular meetings. Term of office shall be three years and vacancies shall be filled in the same manner as for WASA-SWIS officers.

ARTICLE 4

EXECUTIVE COMMITTEE

SECTION 1 – MEMBERSHIP

The Executive Committee of WASA-SWIS shall be composed of the WASA-SWIS officers [President, Past President, President-Elect, Treasurer, and Secretary] and the WASA Board of Directors representative.

SECTION 2 – DUTIES

The Executive Committee shall be the administrative body of WASA-SWIS and, as such, shall exercise all the powers, duties and rights of corporate directors, subject to the limitations and restrictions provided by these bylaws and WASA bylaws. Its duties shall include, but not be limited to:

1. Employ any needed personnel and establish their terms and conditions of employment.
2. Make recommendations to the general membership and additional members as determined by the Executive Committee.

Members and alternates to WASA standing committees shall be appointed by the President and ratified by the Executive Committee for annual terms.

Appointments shall be made in May for a two-year term (in even numbered years).

SECTION 3 – SPECIAL COMMITTEES

Special committees may be authorized by the general membership, the Executive Committee, or the President. Members to WASA ad hoc committees shall be appointed by the President and ratified by the Executive Committee.

ARTICLE 5 RULES OF ORDER

SECTION 1 – PARLIAMENTARY PROCEDURES

Roberts Rules of Order Newly Revised shall control.

SECTION 2 – STANDING RULES AND POLICIES

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

SECTION 3 – AMENDMENTS TO THESE BYLAWS

These bylaws may be amended by a majority vote of the active Region 108 membership, provided that the proposed amendment was submitted to all WASA Region 108 members at least one week before the scheduled vote.

ARTICLE 6 DISSOLUTION OR LIQUIDATION

In the event WASA Region 108 dissolves or liquidates, it shall be done in accordance with the procedures contained in the WASA bylaws.