

**CONSTITUTION AND BY-LAWS
OF THE
WASHINGTON ASSOCIATION FOR MIDDLE LEVEL EDUCATION**

CONSTITUTION

August 2006
Revisions Approved October 16, 2010

Article I – Name

The name of this organization shall be the Washington Association for Middle Level Education (WAMLE).

Article II – Purposes

The purpose of the Washington Association for Middle Level Education shall be the general improvement of education for middle level students in the State of Washington. Specifically, the Association shall:

1. Facilitate ongoing professional development, advocacy for young adolescents, school planning, and the promotion of middle level concepts.
2. Serve as a network for the exchange of ideas, materials, and personnel needed for middle level development.
3. Partner with agencies and groups in the state committed to the needs of young adolescents.
4. Advocate for middle level education to state agencies and officials.
5. Support the preparation of high quality middle level educators through the certification/endorsement requirements.

Article III – Membership

Membership in the Association is open to teachers, administrators, parents, social workers, counselors, college students, university personnel, elected and appointed officials of state government, students and other individuals interested in understanding the development of young adolescents.

A member of the Association is any individual who pays the annual membership dues, the amount of which shall be established and reviewed annually by the Board.

Article IV – Administration

Section 1. All powers necessary for the government of the Association shall be vested in a Board of Directors that shall include the president, past-president, the president-elect, the secretary and treasurer, and up to five members-at-large. The President may appoint, with Board approval, as many as four other non-voting members in order to insure broad representation. (i.e., Collegiate, Principals Association, Department of Education, etc.)

Section 2. The President-Elect shall be elected at the last Annual Business Meeting of the year by a vote of all current sitting board members. He or she shall serve a one year term as President Elect, followed by a one year term as President, and a one year term as Past President.

Section 3. The Executive Committee shall consist of the officers Past President, President, President-Elect, Secretary and Treasurer, and may carry out business of the Association between board meetings as necessary.

Section 4. The Past President will appoint both the Secretary and Treasurer. If appointees are currently on the board then additional member-at-large positions will be posted for the next business year.

Section 5. Secretary and Treasurer will serve a two-year term.

Section 6. Members of the Board who are unable to attend board meetings may be replaced. The President may appoint a representative to fill the unexpired term of the member.

Article V – Meetings

Six meetings of the Board will occur over the course of any given year. Additional meetings, either in person or via electronic means, shall occur at the request of the Executive Council.

The Association shall hold an annual Middle Level Conference at a time and place to be determined by the Board. An official business meeting will be held in conjunction with the annual conference for the purpose of conducting business that may arise. At that meeting, the budget of the Association will be presented

Article VI - Amendments

This constitution may be amended upon approval by a two-thirds majority of the Board. A constitutional amendment requires approval at two consecutive meetings before going into effect.

Article VII – By-Laws

Activities of the Association shall be regulated by the By-Laws. These may be amended by two-thirds vote of the Board. All proposed changes by the Board must be approved on two consecutive meetings before they will go into effect.

ARTICLE VIII - DISSOLUTION

In the event of dissolution, all assets of this organization shall be transferred to an organization organized and operated exclusively as a non-profit organization, as defined by the Internal Revenue Service under Section 501 (c) (3) of the Internal Revenue Code.

BY- LAWS
WASHINGTON ASSOCIATION FOR MIDDLE LEVEL EDUCATION

Article I – Membership Dues

Section 1. Membership is open to any individual. The annual fees for membership shall be reviewed periodically and changed by Board upon approval.

Section 2 Membership fees are as follows:

- a. Dues shall be \$35.00 per individual per year
- b. Membership shall be the annual period beginning July 1 and ending the subsequent June 30th.

Article II -Membership and Fiscal Year

The fiscal year of this Association shall begin on July 1 of any given year and continue through June 30 of the succeeding year.

Article III - Elections

Section 1. The President-Elect and Board will be elected by the current sitting board at the last business meeting of the year.

Section 2. The term of office for members of the Board shall begin immediately following the last business meeting of the year.

Article IV - Duties of Officers

Section 1. President: It shall be the duty of the President of the Board to call meetings and to preside at all meetings of the Board and at an annual meeting. He or she can also appoint other committee members.

Section 2. Immediate Past President: It shall be the duty of the Immediate Past President of the Board to preside in the absence of the President.

Section 3. President-Elect: It shall be the duty of the President-Elect to serve as a member of the Executive Committee and to assume such responsibilities as may be assigned by the President. In addition, the President-Elect shall be an Ex-Officio member of all committees.

Section 4. Secretary: It shall be the duty of the Secretary to take minutes and to disburse those minutes in a timely fashion and other duties as assigned by the President

Section 5. Treasurer: Prepare annual budget, maintain accurate record of expenditures and income. The Treasurer shall prepare and submit a budget to the Association for approval each year. An update will be submitted at each subsequent Board meeting.

Section 6: Members-at-Large: It shall be the duties of these members to assist the officers in conducting the business of the Association, to attend all Board meetings, to plan and participate in all activities sponsored by the Association, and to communicate regularly with their constituencies.

Section 7: Regular board attendance is a requirement for all board members. Any board member who misses two consecutive meetings, or misses meetings regularly, in any given business year, must respond in writing to the Executive Council as to the reason for the absences and submit a request to remain on the board.

Article V - Quorum

One-half of the members of the Board shall constitute a quorum for the purpose of amending the Constitution and/or the By-Laws

Article VI - Committees

Standing and special committees shall be appointed by the President of the Board. The President-Elect shall be an ex-officio member of all committees except the Nominating Committee. The Board shall provide guidance and assistance in the development of committee activities.

Article VII - Expenditures

The funds of the Association shall be disbursed in accordance with annual budget as approved by the Board. The Board shall have power to transfer unused balances from one item to another. The Treasurer shall receive and disburse the funds of the Association and together with the Board shall make an annual accounting to the membership at the business meeting during the Annual Conference. The funds of the Association shall be disbursed in accordance with the IRS rules governing expenditures of non-profit corporations, and with annual budgets as approved by the Board.

Article VIII – Parliamentary Procedures

Robert’s Rules of Order, Revised, shall be the authority governing all matters of procedure not otherwise specified in the Constitution or these By-Laws.