

# WSPA CONSTITUTION AND BYLAWS

## Article I Name and Location

Section 1 - The name of this Association shall be the Wyoming School Psychology Association, a nonprofit organization registered in the State of Wyoming.

Section 2 - Offices shall be located in the State of Wyoming and/or in such other localities that may be determined by the Executive Board of the Wyoming School Psychology Association (WSPA).

## Article II Purpose

Section 1 - The purpose shall be, through practice, education, and research to:

- serve the mental health and educational needs of all children and youth,
- encourage and provide opportunities for the professional growth of individual members,
- inform the public about the services and practice of school psychology,
- advance the ethics and standards of the profession of school psychology.

Section 2 - The purpose shall be carried out in a non-partisan, non-sectarian manner with equal opportunity being given to all, regardless of race, religion, gender, disability, age, veteran status, sexual orientation, or national origin.

## Article III Membership

Section 1 - The Association shall have categories of individual and group memberships. The following membership categories are recognized:

A. A **regular member** is someone who is trained in school psychology, or certified by the National School Psychology Certification System (NSPCS), or credentialed by a state as a school psychologist, or holds official assignment of 50% or more on a school psychology graduate program faculty. Effective January 1, 2009.

B. An **honorary lifetime member** is someone who, in the opinion of the majority of the Executive Board, has made significant contributions to the field of school psychology.

C. A **retired member** is someone holding regular membership for at least five consecutive years who retires from full time remunerative professional activity but may be consulting or involved in other paid professional activity less than 15 hours a week.

D. An **associate member** is someone who does not meet the eligibility requirements of the other membership categories and may include those functioning as a school psychologist without a school psychology credential, consultant, or supervisor of psychological services; faculty at a school psychology graduate program; or allied professionals, or undergraduate or graduate students, with a strong affiliation to school psychology, who support the work of the profession and wish to convey their affiliation and commitment through membership in the Association.

Section 2 - The Executive Board shall establish, define, and eliminate categories of membership.

Section 3 - Dues shall be established for each membership category by the Executive Board.

Section 4 - All officers delegates must be members in categories A, B, or C.

Section 5 - All individual members, with the exception of associate, have the right to vote. Associate membership does not include voting privileges in the Association.

## Section 6- Termination of Membership

A. Membership may be terminated for nonpayment of dues.

B. A member may be expelled for violation of the NASP written code of ethics.

## Article IV Meeting

Section 1 - There shall be three (3) meetings annually at a time and place determined by the Executive Board

## Article V Officers

Section 1 - The Officers shall be President, President-Elect, Secretary, Treasurer, Immediate Past President, NASP Delegate, and Regional Representatives. All persons elected as officers shall automatically be part of the Executive Board for a term concurrent with their respective terms of office.

A. The **President** exercises, but is not limited to, the following powers. The President serves as the major spokesperson for the Association and represents its positions. The President serves as chairperson of the Executive Board. The President oversees all Board activities and the general business of the Association.

B. In the President's absence, the **President-Elect** serves as chairperson of the Executive Board. The President-Elect works closely with the President and the Executive Board in all activities which involve events that will occur during the President-Elect's term of office.

C. The **Secretary** is responsible for ensuring the accurate recording of the proceedings of all official records and for ensuring that policies and procedures are kept implemented

D. The **Treasurer** performs an advisory role to the President and the Executive Board on fiscal matters. The Treasurer is responsible for overseeing that all Association monies are managed in accord with established financial policies and procedures.

E. In the absence of the President and the President-Elect, the **Immediate Past President** serves as chairperson of the Executive Board. The Immediate Past President works closely with the Executive Board on all activities.

F. The NASP Delegate is the liaison between National Association and WSPA.

G. Regional Representative shall represent their constituents in all matters and will serve in any other duties as assigned.

Section 2 - Officers shall be elected by the membership in accord with procedures approved by the Association.

#### Section 3 - Terms of Office

A. The President, President-Elect, and Immediate Past President shall each serve a one-year term. The President-Elect shall automatically serve successive one-year terms as President-Elect, President, and Immediate Past President.

B. The Secretary shall serve a two-year term.

C. The Treasurer shall serve a four-year term.

D. The NASP Delegate shall serve the term as determined by the National Association.

E. The Regional Representatives shall serve two-year terms.

#### Article VI Executive Board

Section 1 - The **Executive Board** shall consist of the Officers, and any other officially appointed chairs.

Section 2 - The Executive Board shall meet three times each year. The President may call additional Executive Board meetings when such meetings are necessary.

Section 3 - A majority of the voting members of the Executive Board shall constitute a quorum.

Section 4 - Officially appointed chairs shall be non-voting members of the Executive Board.

#### Article VII Vacancies and Removal of Elected and Appointed Leaders

Section 1 - In the event that the President shall not serve out his/her full term for any reason, the President-Elect shall succeed to the unexpired term and continue as President the following year. If the President-Elect is unable to succeed to the Presidency, both a President and a President-Elect shall be elected by the membership in a special election.

Section 2 - The **Executive Board**, by a majority vote, shall fill any vacancy in an elected unexpired term of office, except for the office of President, President-Elect, and NASP Delegate. The offices of President and President-Elect must be elected with all WSPA members given the opportunity to vote. The NASP Delegate will be elected through the NASP election process. Any member so chosen shall serve until the term of the vacated office has expired and a successor is elected.

Section 3 - Officers may be removed from their elected posts for due cause by the Executive Board. A two-thirds vote of the Executive Board shall be required for removal.

Section 4 - Appointed leaders may be removed from their positions for due cause by the President. .

#### Article VIII Committee Areas

Section 1 - The ongoing functions of the Association shall be organized into committee areas, to be managed by the appointed chairperson. Each committee area shall address activities necessary to support the work of the Association. Additional committees may be added as warranted.

- A. Awards/Scholarship
- B. Conference Planning
- C. Elections
- D. Ethics/Professional Standards
- E. Legislative
- F. Membership
- G. SPAN
- H. Publications

**Article IX Finances**

Section 1 - The Executive Board shall establish authorization procedures for disbursement of funds.

Section 2 - No member shall contract, or cause to be in the name of the Association, any debt without the specific and proper authorization of the Executive Board.

Section 3 - Examination of Records

A. The Executive Board may cause the funds of the Association handled by all elected and appointed leadership to be examined at each Executive Board meeting.

B. An audit by a certified public accountant of the financial records of the Association shall be conducted upon any treasurer changing office.

**Article X Parliamentary Authority**

Section 1 - The Rules contained in the most recent revision of "Robert's Rules of Order" shall govern the Association in all cases to which they are applicable and in which they are consistent with the Operations Handbook or the special rules of the Association.

Section 2 - The Past-President shall be the Parliamentarian.

**Article XI Indemnification**

All individuals holding elected or appointed positions, employees of the Association, and such others as may be specified from time to time by the Executive Board, shall be indemnified by the Association against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon them in connection with any proceeding to which they may be made a party or in which they may become involved, by reason of being or having been an officer, delegate representative, delegate, or employee at the time such expenses are incurred, except in such cases wherein the officer, delegate representative, delegate, or employee is adjudged guilty of willful misfeasance or malfeasance in the performance of duties. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which an officer, delegate representative, delegate, or employee may be entitled. The Association shall purchase insurance to indemnify officers, delegate representatives, delegates, and employees.

**Article XII Amendments**

Section 1 - The Constitution and Bylaws may be amended by a majority of the members voting in any election.

**Article XIII Policies and Procedures**

The Executive Board shall adopt official Policies and Procedures to aid in the day-to-day affairs of the association.

**Article XIV Special Voting**

Section 1 -The members of the Executive Board may participate in any meeting by conference telephone call with the conference call constituting presence in person at the meeting. The President may request action by the Executive Board between its regularly scheduled meetings by mail ballot, email ballot or telephone vote. Action taken by mail ballot, email ballot, or telephone vote by a majority of all voting members of the Executive Board shall constitute a official ballot action and shall be reported at the next meeting of the Executive Board.

**Article XV Dissolution**

Section 1 - No part of the assets or net earnings of the Association shall be distributed to or shall incur to the benefit of any individual, provided, however, that payment of reasonable compensation for service rendered and expenses incurred may be made. The Association is intended to have perpetual existence, but in the event of termination or liquidation, or abandonment of its purpose, the assets shall be applied and distributed as follows:

Section 2 - All liabilities and obligations of the Association shall be paid, satisfied and distributed, or adequate provision shall be made thereof. The remaining assets shall be transferred or conveyed only to NASP.

**Article XVI Effective Date**

This Constitution and Bylaws version was passed by the membership on:

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