

# **BAY AREA ASSOCIATE OF SCHOOL PSYCHOLOGISTS**

## **BYLAWS**

### **Article I: Name**

The name of the Association shall be Bay Area Association of School Psychologists.

### **Article II: Purpose**

The purpose of the organization shall be:

- To promote and advance quality education through the dissemination of information on educational issues and psychological research.
- To assist in the development of sound educational practices in the total school program.
- To provide a meaningful and effective in-service education program for the membership.
- To promote and adhere to the highest standards of ethics in the profession of school psychology.
- To provide channels through which those engaged in psychological services can discuss matters pertaining to the organization and administration of pupil services and the improvement of professional practices.

### **Article III: Membership**

- Classes of membership within the Association shall include Regular, Associate, Student and Retired Members.
- These classes are defined as follows:
- A Regular Member shall be a California credentialed school psychologist.
- An Associate member shall be a person in an allied field and not practicing as a school psychologist.
- A Student Member shall be a person enrolled in a graduate-level training program in a California Commission on Teacher Credentialing approved school psychology program.
- A Retired Member shall be a California credentialed school psychologist who has retired.

### **Article IV: Membership Dues**

Membership dues shall be determined by the Executive Board to include the amount and period covered.

### **Article V: Officers**

**Elected Officers:** The elected officers of the Association shall be the President, President Elect, Past President, Treasurer and Secretary. Elected officers shall be members of the California Association of School Psychologists and the Bay Area Association of School Psychologists.

#### **Duties of Elected Officers:**

- **President:** the President shall act as chairperson of the Executive Board. The President shall be responsible for scheduling meetings of the Executive Board.
- **Treasurer/ Secretary:** The Treasurer/Secretary shall be responsible for overseeing the financial accounts of the Association and regularly reporting such information to the Board. The Treasurer/Secretary shall also be responsible for the collection of dues and other fees. The Treasurer/Secretary shall be responsible for dissemination of meeting announcements and other correspondence activities required.

**The following elected positions will be added as ad determined by the board within 2 years.**

- President Elect: The President Elect shall serve as the presiding officer in the absence or incapacitation of the President. The President Elect shall also be responsible for scheduling non-Executive Board meetings for the Association.
- Past President: The Past President shall act a Parliamentarian for all Executive Board meetings.
- As duties dictate, the board positions of Treasurer/Secretary may be split into two separate positions by a simple majority vote of the board.

#### **Terms of Office:**

The term of office for the President, President Elect, Past President, Treasurer and Secretary shall be two years commencing on July 1, 2017. The first year, the positions of President and Treasurer/Secretary will only be for a one-year term. Term limits are set at two consecutive terms. Term limits can be modified by a simple majority vote of the board.

#### **Article VI: Executive Board**

The voting members of the Executive Board shall be the elected officers as described in Article V. Action shall be determined by a simple majority vote of the officers present. In the unlikely event of a tie, the item is tabled, and will need further discussion and then put on the agenda for the next meeting.

#### **Article VII: Meetings**

Meetings shall include Executive Board meetings and membership meetings.

The Executive Board shall meet at least once a month, excluding July and August, at a date and time to be determined by the President.

The membership meetings shall be scheduled at a regular time each school month with the exception of the month in which the annual CASP convention is held and that of the Spring Institute.

Executive Board and Membership meetings can be held via the use of technology such as but not limited to phone conference call, Skype, Google Groups, video phone, Web X etc.

A quorum of the Executive Board shall be defined as one more than half of the elected officers.

#### **Article VIII: Committees**

Committees may be created by the Executive Board as needed. Committee membership shall be limited to Regular Members. Committee members will attend Executive Board meetings as requested.

Aside from a Communication Committee, BAASP's Executive Board foresees the need to form county/SELPA level committees and a Charter School committee to provide its members the opportunity to exchange information regarding: what their SELPA is informing them and compare with others; training opportunities; prospective job openings; and promoting and recognizing the achievements of our members.

It is also understood that at some future date these Committees may wish to split from BAASP to form their own more local affiliate, at which time BAASP will support them in this endeavor.

## **Article IX: Election of New Officers**

The Executive Board shall collect nominations from its Regular Membership a slate of candidates to for the offices of President Elect, Treasurer/ Secretary. Pertinent information regarding each candidate will be made available online via BAASP's Facebook Page. Only Regular Members will be given a link the official ballot. Approval shall be indicated by a simple majority vote. The ballot shall include spaces for write-in candidates. Again, only Regular Members may vote.

The election shall take place beginning May 15 and closing May 31. The results of the election shall be announced at the final membership meeting of the year in June.

## **Article X: Office Vacancy**

Should a vacancy occur before the expiration of an officer's term, the Executive Board shall appoint a qualified replacement from its membership for the remainder of that term of office. An appointed officer's time in office does not count towards term limits.

## **Article XI: Amendments to the Bylaws**

These Bylaws may be amended or repealed by a simple majority vote of the Regular Members voting. Notice of such changes shall be sent in writing to the Regular Members at least 30 days prior to the close of such election. Changes may be proposed by the Executive Board on its own initiative or by petition to the Executive Board by at least 5 percent of the Regular Members. The Executive Board shall present all such proposed changes to the Membership with or without recommendation.