



Washington State School Directors' Association

Delegate Assembly 2011

WSSDA GOES GREEN:

In order to save paper and financial resources, beginning in 2012, Delegate Assembly materials will not be mailed to our members in advance of the meeting. Material relating to the Delegate Assembly will be available on the WSSDA website 30 days prior to the 2012 Delegate Assembly.

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Notes



2011 Resolutions Committee

Member	School District	Director Area
Ken Christoferson	Stanwood/Camano	1
Mark Wahlstrom	Tukwila	2
Janet Quinn	Northshore	2
Reva Palmer	Franklin Pierce	3
Bruce Richards, <i>Chair</i>	Central Kitsap	4
Jay Wood	Tumwater	5
John Idsinga	Battle Ground	6
Jane Cline	Okanogan	7
Rodney Van Orman	Damman	8
Cindy McMullen	Central Valley	9
Susan Weed	Pullman	10
Mary Guay	Richland	11
Mary Fertakis	Tukwila	WSSDA President-elect

Notes

Resolutions Committee Report

During the Washington State School Directors' Annual Conference in Bellevue, November 17 through 20, 2011, delegates from each school board will meet in a Delegate Assembly to take action on official positions of the Association. Those action items are presented in this handbook as suggested resolutions.

The WSSDA Bylaws provide that:

- There shall be a Delegate Assembly consisting of one voting member from each school board in the state. It shall meet in conjunction with the Annual Conference. (Association Meetings, Delegate Assemblies, Article XI (2)(A));
- The Delegate Assembly shall establish the Association's Permanent Positions and the annual dues; amend the Bylaws; and may conduct such other business as may properly come before it. (Association Meetings, Delegate Assemblies, Article XI (2)(B));
- Special meeting of the Delegate Assembly may be called by the Board of Directors or by the delegates at any Delegate Assembly. (Association Meetings, Delegate Assemblies, Article XI (2)(C));
- Any proposed amendment to the Bylaws must be submitted to the Board of Directors no later than ninety (90) days prior to the Delegate Assembly. The amendment must be submitted by:
 1. At least five school boards that have taken formal board action to recommend the amendment; or
 2. A majority of members of the Board of Directors of the Association.

The Board of Directors shall review and refer all proposed amendments to the Delegate Assembly with recommendations. (Amendments, Article XIV (1));

- Bylaws may be amended at the Delegate Assembly by a two-thirds vote of the delegates present, provided due notice, in writing, of the proposed amendment is submitted to the members at least 30 days prior to the Delegate Assembly. (Amendments, Article XIV (2)).

In addition, the Bylaws also provide that "each year the Resolutions Committee shall review approximately 20 percent of the permanent Association's Positions and recommend revisions and/or deletions for consideration at the Delegate Assembly." (Article IX, Committees, Section 8, Resolutions Committee, B-2.) This year, the committee reviewed *Section 5, Instructional Program*, and has proposed several changes as a result of that review.

Notes

Agenda

- I. Call to Order

- II. Statement of Qualifications to Act
Article XI, Section 5

- III. Report of the Credentials Chairman

- IV. Introductions:
 - A. Parliamentarian, Mary Randolph, PRP, CPP-T
 - B. Timekeepers

- V. Adoption of Rules of Procedure

- VI. Action on Consent Calendar

- VII. Action on Regular Calendar

- VIII. Other Business

- IX. Announcements

- X. Adjournment

Notes

Rules of Procedure

Delegates

- A. One voting ribbon shall be issued to each school board represented at the Delegate Assembly.
- B. Only a school director wearing the district's voting-delegate ribbon (hereinafter called the delegate) is permitted to participate in the proceedings and vote.
- C. Only one person may be a district's delegate on any one agenda item.

Documents

- A. Consent Calendar: The permanent positions, as adopted by the Delegate Assembly are reviewed yearly by the Resolutions Committee. Any proposed changes shall be recommended to the Delegate Assembly for consideration. These positions may be open for consideration following the completion of the Regular Calendar agenda.
- B. Regular Calendar: A committee member shall present individual proposals or issues from the Resolutions Committee. Delegates will vote on each issue under debate rules established by adoption on this document.

Procedure for Proposals

- A. A member of the Resolutions Committee or Board of Directors shall state the proposal in summary form and move on behalf of the Resolutions Committee the motion for action.
- B. The vote of the Assembly will be on the proposal as printed or amended, not on the Committee's recommendation.
- C. Amendments shall be presented to the president in writing, signed by the mover and provide his/her school district name and number.
- D. All voting on issues, with the exception of challenged votes, shall be by voice or by show of hands. Challenged votes shall be conducted as a standing vote or a

weighted vote as prescribed in Article XI, Section 4 of the WSSDA Bylaws. Any delegate may call for a weighted vote before, during or after a standing, hand or voice vote is taken on a motion.

- E. Any delegate may move to reconsider a motion that has already been considered.

Timers

- A. The president shall designate one or more official timekeepers.
- B. A mechanical timer shall be used, its face made visible to the voting membership. Its lights shall give warning of remaining or expired time.

Debate

- A. Proponents of the motion may first speak on its behalf. Delegate(s) from the proposing board(s) shall have the first opportunity to speak. Supporters of the motion may speak for not more than a total of three minutes.
- B. Opponents of the motion may speak against the motion for not more than a total of three minutes.
- C. Each Amendment shall have a maximum of three minutes "Pro" and three minutes "Con."
- D. Members of the Delegate Assembly and/or WSSDA staff may be recognized by the president for purposes of clarification.
- E. When a delegate has spoken on the pending motion, that delegate will not be recognized again for the same motion until all other delegates who wish to speak have spoken.

Parliamentary Authority

The parliamentary authority shall be *Robert's Rules of Order Newly Revised*, 10th edition.

Notes

Consent Calendar

The proposals included on this consent agenda are editorial changes in current positions that are being suggested as a result of the Resolutions Committee review of Section 5, *Instructional Program*.

Material to be deleted is *italicized and crossed-out* and new material is in **bold type and underlined**.

1. Amend Present Position

5.2.1 Standards-Based Education

The WSSDA is committed to ~~the continuing implementation of~~ standards-based education.

(Adopted 1978; Amended 1982, 1991, 1996, 2001, 2006)

Argument For:

More direct statement of intent.

2. Amend Present Position

5.2.2 Community Resources

The WSSDA encourages local school districts to utilize the ~~human and physical~~ resources of ~~the~~ **their** community, ~~both~~ in and out of the school setting, to supplement ~~and improve the~~ **district** instructional programs.

(Adopted 1978; Amended 2006)

Argument For:

Eliminate redundant language.

3. Amend Present Position

5.2.8 Educational Opportunities for Highly Capable Students

The WSSDA ~~recommends that~~ **urges** local school districts ~~meet~~ **to identify and address** the educational needs of ~~its~~ **their** highly capable students.

(Adopted 1980; Amended 1986, 2001, 2006)

Argument For:

The position is strengthened.

4. Amend Present Position

5.2.11 Measures of Academic Progress for ELL Students

The WSSDA believes that ELL (English Language Learner) students ~~deserve to~~ **should** be fairly measured academically and that districts should be held accountable for their academic progress prior to their achieving English language proficiency. Therefore, WSSDA supports the use of ~~a fair and useful~~ **reasonable and objective** ~~measures set of metrics~~ **measurements to** ~~of~~ the academic progress of ELL students in all content areas prior to their achieving English language proficiency.

(Adopted 2010)

Argument For:

Clarify language.

5. Amend Present Position

5.3.1 Opportunity to Study Controversial Issues

The WSSDA recognizes that controversy is a normal part of ~~our lives~~ **life**. Local school boards are urged to develop and adopt policies ~~in regard~~ **addressing how to** ~~the teaching of~~ controversial issues **are handled**.

(Adopted 1961; Amended 1982 and 1991)

Argument For:
Clarify language.

Regular Calendar

The proposals included on this regular agenda are changes in current positions that are being suggested as a result of the Resolutions Committee review of Section 5, *Instructional Program*.

The Regular Calendar also includes proposals from the WSSDA Board of Directors and proposals submitted by school districts.

Material to be deleted is *italicized and crossed-out* and new material is in **bold type and underlined**.

1. Amend Present Position

5.1.1 Local Board Curriculum Policy Development

The WSSDA believes that curriculum policy decisions are **and shall remain** the **legal** responsibility of the local school boards. Such policy shall provide for parent and citizen involvement in curriculum development and participation on district instructional materials committees and periodic curriculum review.

(Adopted 1968; Amended 1982, 1991, 2000, 2006)

Argument For:

This revision is a stronger statement. Local governance is under attack. This recognizes that the law gives this responsibility to local school boards, where it should remain.

2. Amend Present Position

5.1.2 Curriculum Content

The WSSDA believes it is the responsibility of the local school board to provide a curriculum which includes **but is not limited to, statutorily required courses and is aligned with** the state's essential academic learning requirements:

- Read with comprehension, write with skill and communicate effectively;
- Know and apply the core concepts and principles of mathematics; social, physical and life sciences; civics and history; geography; arts; and health and fitness;
- Think analytically, logically and creatively, and integrate experience and knowledge to form reasoned judgments and solve problems;
- Understand the importance of work and how performance, effort and decisions directly affect future career and educational opportunities; and
- Integrate proven and emerging technologies into the curriculum to ensure technological literacy, fluency and adaptability for students' future success.

District curriculum should also include, but not be limited to:-

- *Citizenship;*
- *Environmental education;*
- *World languages; and*
- *Native American heritage in Washington state.*

(Adopted 2001; Amended 2006, 2009)

Argument For:

Recognizes the school board's responsibility to align to the EALRs and provide specific classes as well as provide flexibility for additional local curriculum. Eliminated language that was too specific.

3. Delete Present Position

5.2.3 ~~Student Educational Plans~~

~~The WSSDA believes that each student, regardless of ability or circumstances, should have an individualized K-12 educational plan developed in partnership with education professionals and parents to achieve the student's full potential.~~

(Adopted 1979; Amended 1982, 1991, 2001, 2006)

Argument For:

Combined with 5.2.4, *Individualized Educational Opportunities*, because it is not feasible for districts to have an individualized education plan for every student.

4. Amend Present Position

5.2.4 Individualized Educational Opportunities

The WSSDA believes that each local school district, **through ongoing collaboration with educational professionals and parents/guardians**, should ~~meet~~ **identify and address** the educational needs of its diverse student population ~~by identifying and addressing those needs~~ **to help each student achieve his/her full potential.**

(Adopted 1980; Amended 1991, 2001, 2006)

Argument For:

Incorporates 5.2.3 with 5.2.4

5. Amend Present Position

5.2.6 Transition Beyond High School

The WSSDA urges local school districts to organize their K-12 learning programs to enable each student to move successfully ~~from school to careers, the military, to technical training programs or to professional or academic programs in colleges and universities~~ **and seamlessly beyond high school.**

To achieve that goal, school boards should:

- **Address skills needed for careers, the military technical training programs or professional or academic programs in colleges and universities;**
- Integrate academic and career and technical education; ~~by enabling students to apply academic principles in occupational situations.~~
- **Involve the post-secondary education community to achieve a seamless transition from high school into continuing education programs; and**
- Involve the business community to identify ~~essential skills~~ opportunities **in the work place and the skills necessary to achieve success.**

(Adopted 1987; Amended 1991, 1992, 2001, 2006)

Argument For:

Revision provides a stronger statement acknowledging the current issues that exist for students moving to post-high school programs.

6. Amend Present Position

5.2.7 English Language Learners

The WSSDA ~~encourages transitional education programs in the schools for~~ **urges school districts to provide effective English language acquisition programs to support each student's** English language ~~learners, with emphasis on~~ proficiency ~~in reading, writing and speaking English.~~ **Programs should focus on developing academic language such as that used in instruction, textbooks and on tests, as well as conversational skills.**

(Adopted 1975; Amended 1982, 1996, 2006)

Argument For:

Recognizes the different contexts of English language usage.

7. Amend Present Position

5.2.9 Instructional Strategies Classroom Instruction

~~The WSSDA believes successful instructional strategies are research-based and originate from curriculum and assessments aligned with state standards. Furthermore, effective instructional strategies must be supported by integrated teacher professional development.~~ **The WSSDA believes that students learn best when instructional practices are research based and supported by focused professional development for educators.**

(Adopted 2006)

Argument For:

A more succinct statement that focuses on the student.

8. Amend Present Position

5.2.10 State Assessment

The WSSDA urges that state assessment programs:

- **Recognize that a stable assessment tool provides for long-term evaluation of student progress;**
- Focus on the improvement of student learning in all schools and **all** school districts;
- ~~Recognize the difference between schools and school districts and the resources available to them;~~
- Recognize that state-mandated standardized tests are integrated with alternative assessment methods; and
- Recognize that some students require multiple opportunities to succeed and those opportunities should be fully funded by the state.

(Adopted 1994; Amended 1999, 2004, 2009)

Argument For:

To identify a need for a stable assessment tool. Delete the third bullet to increase the focus on student improvement and progress.

9. New WSSDA Position

Submitted by the Richland Board of Directors

WSSDA Political Endorsements

In state and national elections, any political endorsements with “WSSDA” cited in the endorsement, must reflect the majority opinion of all association school board members who choose to vote when given the opportunity, on a state wide association ballot distributed by the association. Otherwise, no political endorsements are to be made.

Resolutions Committee Recommendation: DO NOT PASS

Argument For:

The WSSDA Board presently endorses such political measures as state referendums and initiatives in the name of the association, or association’s board. Most (or at least many) of the state’s citizens assume that the association as a whole is making these endorsements. There is no guarantee at present, that the membership of the association agrees with the WSSDA board’s political analysis and would support their endorsements. It should not be the duty of the WSSDA board to endorse political positions for the association without a clear indication that they are reflecting the views of the association membership. Therefore, the individual membership should be given the opportunity to determine what WSSDA endorsements are to be, if indeed endorsements are to be made.

Argument Against:

Already established in WSSDA Operating Policy 1310, *Relations with Others, Political Endorsements*:

“The Association shall neither endorse nor oppose candidates for political office, either partisan or nonpartisan; nor shall it take a position on political issues unless they affect the operation or support of public schools;”

and WSSDA Bylaws, Article VII. Board of Directors, Section 4. Duties:

- A. The Board of Directors shall, between Annual Conferences, be charged with implementing the purposes of the Association, exercising general supervision over its affairs and interpreting the Bylaws. It shall be charged with the duty of effecting policies and programs adopted at meetings of the Association.

10. Amend Bylaw

Submitted by the WSSDA Board of Directors

Article V. Officers

There shall be ~~four~~ **three** officers: a president, a president-elect, ~~a vice president~~ and the immediate past president. The ~~vice president-elect~~ shall be elected from the east side of the Cascade Mountains in even-numbered years and from the west side of the Cascade Mountains in odd-numbered years. A school director shall be ineligible

to serve as an officer if he or she is simultaneously serving as a statewide elected official or as a member of the state legislature.

Explanation:

Beginning in 2013, the position of vice president will be eliminated. This will reduce the time commitment from four to three years in order to engage more prospective candidates for WSSDA leadership positions and make it less onerous on individuals who agree to serve as officers.

11. Amend Bylaw

Submitted by the WSSDA Board of Directors

Article V. Officers, Section 1. Terms

- A. The terms of office for the president; **and** president-elect ~~and vice president~~ shall be one year or until his/her successor is elected.
- B. Upon the completion of the President's term of office at the end of the Annual Conference, the president-elect shall assume the office of president.
- C. A president not reelected in his/her district of residence may act as presiding officer at the immediately ensuing Annual Conference.

Explanation:

Reduce the time commitment spent in the officer chairs from four to three years.

12. Amend Bylaw

Submitted by the WSSDA Board of Directors

Article V. Officers, Section 2. Elections

The election of the president-elect ~~and vice president~~ shall be announced at the Annual Conference and ~~they~~ shall take office immediately following adjournment of that conference.

- A. The election shall be by written or electronic ballot. Every regular member of the Association will receive a ballot.
- B. ~~Those~~ **The** candidates receiving a majority of votes cast for the respective offices shall be declared elected.
- C. If no candidate receives a majority of the votes, the two candidates receiving the highest number of votes will be candidates for re-balloting.

Explanation:

Align with removing the vice president from the list of officers.

13. Amend Bylaw

Submitted by the WSSDA Board of Directors

Article V. Officers, Section 3. Vacancy

- A. A vacancy occurs when an officer resigns or is removed; or when the officer for any reason is no longer eligible to serve on their local board, including failure to receive a majority of votes in a local election.

- B. In the event of a vacancy in an officer position after Annual Conference, the Nominating Committee shall conduct a special election* of the membership to fill that vacancy for the remainder of the term. If the vacancy occurs in the office of ~~vice~~ president-**elect**, the successor shall come from the same side of the Cascade Mountains as the elected ~~vice~~ president-**elect**.
- C. In the event of a vacancy occurring within three months of the end of an officer's term, the board, after consultation with the Nominating Committee, shall appoint a member to fill the vacancy for the remainder of the term.
- D. In the event of an absence of the president, the president-elect shall assume the duties of president. In the event of an absence in the offices of president and president-elect, the ~~vice president~~ **board** shall **appoint an individual to** assume the duties of those positions.

Explanation:

Align with removing the vice president from the list of officers.

14. Amend Bylaw

Submitted by the WSSDA Board of Directors

IX. Committees, Section 6. Legislative Committee

- A. **Membership:** There shall be a Legislative Committee which shall consist of ~~the vice president,~~ **a WSSDA board representative appointed by the president**, four representatives from Director Area Two and two representatives from all other director areas, as defined by the Bylaws.
 - 1. At each Annual Conference of the Association, one half of the Legislative Committee members representing each director area shall be nominated and elected by director area caucus by a plurality of the votes cast.
 - 2. They shall assume office immediately following their election at the Annual Conference.
 - 3. They shall serve for two years or until their successors are elected.

Explanation:

Ensure that the Legislative Committee has WSSDA Board of Directors representation.

Summary of 2011 Budget by Program:

Revenue		
	Preliminary Budget	Budget
	2012	2011
Association Services	\$1,743,174	\$1,743,174
Policy & Legal	469,625	398,600
Governmental Relations	52,350	49,350
Leadership Development	139,700	249,700
Annual Conference	415,625	427,700
Communications	47,925	51,600
Other Income	26,900	40,900
Total Revenue	\$2,895,299	\$2,961,024
Expenditures		
Association Services	\$1,019,132	\$ 993,693
Policy & Legal	495,428	481,967
Governmental Relations	281,741	293,108
Leadership Development	433,125	510,248
Annual Conference	425,282	440,800
Communications	240,591	\$ 241,653
Total Expenditures	\$2,895,299	\$2,961,469
Increase/(Decrease) in Fund Balance	\$ - 0 -	\$ (445)
Beginning Fund Balance	\$ 794,610	\$ 795,055
Dues Increase	\$ - 0 -	
Ending Fund Balance	\$ 794,610	\$ 794,610

*No increase in dues for 2012

Notes

Financial Summary

Washington State School Directors' Association
Statement of Net Assets
December 31, 2010

	Governmental Activities 2010
ASSETS	
Cash and Cash Equivalents (Note 4)	\$ 22,429
Investments (Note 4)	964,666
Accounts Receivable	103,832
Prepaid Expenses	16,812
Interest Receivable	
Prepaid Interest	14,070
Total Current Assets	1,121,809
Capital Assets (Note 2):	
Non-Depreciable Assets	368,700
Depreciable Assets, Net of Depreciation	968,541
Total Capital Assets, Net of Depreciation	1,337,241
Total Assets	2,459,050
LIABILITIES	
Accounts Payable	110,016
Sales Tax Payable	1,911
Benefits Payable	2,838
Deferred Revenue (Note 6)	10,512
Grants (Note 6)	46,565
Total Current Liabilities	171,842
Long-Term Liabilities (Note 3):	
Compensated Absences	137,304
Mortgage Payable	555,000
Total Long-Term Liabilities	692,304
Total Liabilities	864,146
NET ASSETS	
Invested in Capital Assets, Net of Related Debt	644,937
Restricted Net Assets for:	
Insurance	10,000
Maintenance Reserve	74,602
Unrestricted Net Assets	865,365
Total Net Assets	\$ 1,594,904

**Washington State School Directors' Association
Statement of Activities
For the Year Ended December 31, 2010**

	Governmental Activities 2010
Expenses:	
<hr/>	
Current by Program:	
Association Services	\$ 1,005,269
Less Capital Asset Outlays	(8,374)
Less Principal Payment on Mortgage	(65,000)
Plus Disposals (net book value)	18,600
Plus Depreciation Expense	30,844
Plus Increase in Compensated Absences Liability	16,249
	997,588
Policy & Legal Services	465,314
Governmental Relations	274,462
Leadership Development	400,629
Annual Conference	376,692
Communications & Marketing	241,537
Total Expenses	2,756,222
 Program Revenues	
<hr/>	
Association Services	1,748,974
Policy & Legal Services	433,072
Governmental Relations	52,992
Leadership Development	167,455
Annual Conference	432,545
Communications & Marketing	48,080
Total Program Revenues	2,883,118
 Grant Revenue	 —
 Other Revenue	
Interest Income	26,446
Rental Income	350
Other Income	8,900
Total Other Revenue	35,696
 Total Revenue	 2,918,814
 Excess (Deficiency) of Revenues over Expenses	 162,592
 Changes in Net Assets	
<hr/>	
Beginning	1,432,312
Ending	\$ 1,594,904

Washington State School Directors' Association

Bylaws

ARTICLE I. NAME

This Association shall be known as the Washington State School Directors' Association (WSSDA), herein after referred to as the Association.

ARTICLE II. PURPOSE

The purpose of the Association shall be to further "the coordination of programs and procedures pertaining to policy making and to control and management among the school districts of the state," as provided by law, and to provide leadership for the continual improvement of a public education system which assures effective learning for all students.

ARTICLE III. POWERS

The Association shall have the powers as set forth in the Bylaws and RCW 28A:

- A. To prepare, adopt, amend and repeal a constitution and rules and regulations, bylaws, and general policy statements for its own organization and for its government and guidance, provided action taken with respect thereto is not inconsistent with the provisions of law under RCW 28A;
- B. To arrange for and call such meetings of the Association, or of the officers and committees thereof, as are deemed essential to the performance of its duties;
- C. To provide for the compensation of members of the Board of Directors, and for the payment of travel and subsistence expenses incurred by members, officers and employees of the Association while engaged in the performance of duties under the direction of the Association;
- D. To employ an Executive Director and other necessary personnel;
- E. To collect membership dues according to law; and
- F. To act or to provide such services as may be requested or authorized by the Association's members, or for them by the Board of Directors, provided that such acts or services are permitted by law, and the Bylaws.

ARTICLE IV. MEMBERS

Section 1. Classification of Members

The membership of the Association shall be comprised of:

- A. Regular Members. Regular members shall be the members of the boards of directors of the school districts of the state of Washington, as provided by law.
- B. Associate Members. Associate members shall comprise the educational service districts' board members and members of the State Board of Education.
- C. Honorary Members. Honorary members shall comprise the past presidents of the Association no longer serving on a local board and any who have rendered distinguished service to this Association or to education and have been voted into honorary membership by the Association at the Delegate Assembly.

Section 2. Privileges

Privileges of associate and honorary members include:

- A. The privilege of attending meetings as a nonvoting participant; and

B. Receiving copies of the Association's complimentary publications.

Such members are not eligible to hold elective office or participate in the Association's business or operating decisions.

ARTICLE V. OFFICERS

There shall be four officers: a president, a president-elect, a vice president and the immediate past president. The vice president shall be elected from the east side of the Cascade Mountains in even-numbered years and from the west side of the Cascade Mountains in odd-numbered years. A school director shall be ineligible to serve as an officer if he or she is simultaneously serving as a statewide elected official or as a member of the state legislature.

Section 1. Terms

- A. The terms of office for the president, president-elect and vice president shall be one year or until his/her successor is elected.
- B. Upon the completion of the President's term of office at the end of the Annual Conference, the president-elect shall assume the office of president.
- C. A president not reelected in his/her district of residence may act as presiding officer at the immediately ensuing Annual Conference.

Section 2. Elections

The election of the president-elect and vice president shall be announced at the Annual Conference and they shall take office immediately following adjournment of that conference.

- A. The election shall be by written or electronic ballot. Every regular member of the Association will receive a ballot.
- B. Those candidates receiving a majority of votes cast for the respective offices shall be declared elected.
- C. If no candidate receives a majority of the votes, the two candidates receiving the highest number of votes will be candidates for re-balloting.

Effective 2012:

The election of the president-elect and vice president shall be announced at the Annual Conference and they shall take office immediately following adjournment of that conference.

- A. The election shall be by written or electronic ballot. Every regular member of the Association will receive a ballot.*
- B. Those candidates receiving a majority of votes cast for the respective offices shall be declared elected.*
- C. If no candidate receives a majority of the votes, the two candidates receiving the highest number of votes will be candidates for re-balloting.*

**The Nominating Committee will create policies and procedure to implement the all-member voting process by 2012.*

Section 3. Vacancy

- A. A vacancy occurs when an officer resigns or is removed; or when the officer for any reason is no longer eligible to serve on their local board, including failure to receive a majority of votes in a local election.

- B. In the event of a vacancy in an officer position after Annual Conference, the Nominating Committee shall conduct a special election* of the membership to fill that vacancy for the remainder of the term. If the vacancy occurs in the office of vice president the successor shall come from the same side of the Cascade Mountains as the elected vice president.
- C. In the event of a vacancy occurring within three months of the end of an officer's term, the board, after consultation with the Nominating Committee, shall appoint a member to fill the vacancy for the remainder of the term.
- D. In the event of an absence of the president, the president-elect shall assume the duties of president. In the event of an absence in the offices of president and president-elect, the vice president shall assume the duties of those positions.

*The Nominating Committee shall develop the process for special elections by 2012.

Section 4. Duties

- A. The duties of the officers shall be those as set forth in the Bylaws, by the board of directors, the delegate assembly or the parliamentary authority.
- B. In the event of the President's temporarily vacating the chair, the President-elect shall preside.

Article VI. DIRECTOR AREAS

Section 1. Districts Within Director Areas

The state is divided into eleven school director areas for the purpose of representation on committees of the Association established by the Bylaws. Each area shall have one representative on the Board of Directors and Resolutions and Nominating Committees except for Area Two which shall have two representatives. Each area shall have two representatives on the Legislative Committee except for Area Two which shall have four representatives.

- AREA ONE:** School districts within Northwest Educational Service District 189;
- AREA TWO:** School districts within Puget Sound Educational Service District in King County and the Bainbridge Island School District;
- AREA THREE:** School districts within Puget Sound Educational Service District in Pierce County;
- AREA FOUR:** School districts within Olympic Educational Service District 114;
- AREA FIVE:** School districts within Educational Service District 113;
- AREA SIX:** School districts within Educational Service District 112;
- AREA SEVEN:** School districts within North Central Educational Service District;
- AREA EIGHT:** School districts within Educational Service District 105;
- AREA NINE:** School districts within Educational Service District 101 in Ferry, Stevens and Pend Oreille Counties and the following school districts within Spokane County: Central Valley, Deer Park, East Valley, Mead, Nine Mile Falls, Orchard Prairie, Riverside, Spokane and West Valley;

- AREA TEN:** School districts within Educational Service District 101 in Lincoln, Adams and Whitman Counties, the following school districts within Spokane County: Great Northern, Medical Lake, Freeman, Cheney, Liberty and Clarkston School District in Asotin County; and,
- AREA ELEVEN:** School districts within Educational Service District 123 except Clarkston School District

Section 2. West Side Districts

All school districts west of the easterly boundaries of Whatcom, Skagit, Snohomish, King, Pierce, Lewis and Skamania counties are considered to be west of the Cascade Mountains.

Section 3. East Side Districts

Except as provided below, all other school districts are considered to be east of the Cascade Mountains: School districts in Klickitat County, other than Bickleton and Goldendale, are considered to be west of the Cascade Mountains.

ARTICLE VII. BOARD OF DIRECTORS

Section 1. Membership

The Board of Directors shall consist of the president, president-elect, vice president and immediate past president and representatives from school director areas, as defined in the Bylaws. Any member(s) serving on the NSBA board of directors shall serve ex officio with voting privileges.

Section 2. Election

Representatives from each school director area shall be nominated and elected to the board of directors at an Annual Conference of the Association. Elections shall take place at a caucus of members from the school director area. Election shall be by a plurality of votes cast by those present and voting.

Section 3. Terms of Office

- A. Each Board of Directors' member shall hold this position until a successor has been elected.
- B. The terms of the representatives from school director areas shall begin immediately following the close of the Annual Conference and shall be for three years and staggered so that, as nearly as may be, the terms of one-third shall expire each year.
- C. Service on the Board of Directors shall be limited to two consecutive three-year terms.
- D. The Board of Directors shall have authority to fix the length of the first terms of representatives from newly-elected school director areas.

Section 4. Duties

- A. The Board of Directors shall, between Annual Conferences, be charged with implementing the purposes of the Association, exercising general supervision over its affairs and interpreting the Bylaws. It shall be charged with the duty of effecting policies and programs adopted at meetings of the Association.
- B. The Board of Directors shall have the responsibility to prepare and approve the Association's annual budget. This budget may be revised by the Board of Directors at any time.
- C. The Board of Directors shall have such power as is identified by the policies, Bylaws, parliamentary authority and the Board of Directors to provide for the effective and effi-

cient operations of the Association, provided that all actions shall be in compliance with the law and those positions established by the delegates at the Delegate Assembly.

Section 5. Meetings

- A. The Board of Directors shall meet in person or by electronic means at the call of the president or on its own motion or upon the request of any four of its members.
- B. With proper notification to all members, the Board may meet by teleconference.

Section 6. Quorum.

A majority of the Board shall constitute a quorum.

ARTICLE VIII. EXECUTIVE COMMITTEE

Section 1. Membership

There shall be an Executive Committee comprised of the officers of the Association and one Board member elected from the Board of Directors.

Section 2. Powers and Duties

The Executive Committee shall oversee the general affairs of the Association between meetings of the Board of Directors, advise the Executive Director on matters pertaining to the positions and policies of the Association and the Association's plans established by the Board of Directors, and perform such other duties and exercise such other powers as are prescribed by the Board of Directors.

Section 3. Meetings

- A. Meetings may be called by the President or a majority of the members.
- B. Meetings may be held by teleconference or other electronic means.

Section 4. Quorum

A majority of the Executive Committee shall constitute a quorum.

Article IX. COMMITTEES

Section 1. Standing Committees

- A. The standing committees of the organization shall be Legislative, Nominating, Resolutions, and Interscholastic Activities.
- B. The membership, election powers, and duties of the committees shall be those as stated in the Bylaws.

Section 2. Elections

- A. At each Annual Conference of the Association, committee representative(s) from school director areas shall be elected by director area caucus by a plurality of the votes cast. They shall serve for a two-year term or until their successors are elected. Terms shall be staggered so that, as nearly as possible, the terms of one-half of each committee shall expire each year.
- B. Committee members shall assume office immediately following their election at the Annual Conference.

Section 3. Other Committees

- A. The Board of Directors may create advisory committees or task forces. The president, with the approval of the Board, may appoint the chair and members.

B. All advisory committees or task forces shall be reviewed annually.

Section 4. Meetings

Meetings may be held by teleconference or other electronic means.

Section 5. Quorum

A majority of any committee shall constitute a quorum.

Section 6. Legislative Committee

A. Membership: There shall be a Legislative Committee which shall consist of the vice president, four representatives from Director Area Two and two representatives from all other director areas, as defined by the Bylaws.

1. At each Annual Conference of the Association, one half of the Legislative Committee members representing each director area shall be nominated and elected by director area caucus by a plurality of the votes cast.
2. They shall assume office immediately following their election at the Annual Conference.
3. They shall serve for two years or until their successors are elected.

B. Duties:

1. The Legislative Committee shall recommend an annual legislative program including all positions and priorities to the Board of Directors for final approval. It shall devise that program with input from the Legislative Assembly.
2. The Legislative Committee shall monitor and actively support the Association's legislative program.
3. Each year the Legislative Committee shall review approximately twenty (20) percent of the Standing Legislative Positions and recommend revisions and/or deletions for consideration at the Legislative Assembly.
4. The Legislative Committee shall appoint three members to the Positions Subcommittee. The Positions Subcommittee shall review proposals for potential conflicts or inconsistencies with existing positions. The President or a designee shall chair the Subcommittee. Meetings shall be called, as needed, by the chair.

Section 7. Nominating Committee

A. Membership: There shall be a Nominating Committee which shall consist of a past president appointed by the president to serve as chair, two representatives from Director Area Two, and one representative from all other director areas, as defined by the Bylaws.

B. Duties:

1. The Nominating Committee shall nominate one or more persons for president-elect and vice president, filing these nominations in writing with the executive director, at least ninety (90) days before the Annual Conference.
2. At the Annual Conference, the Nominating Committee shall present a report to the General Assembly.
3. The Nominating Committee shall be in charge of the entire balloting procedure, including the tabulations of all ballots for all elections conducted.
4. In the event of a vacancy in any officer position, the Board of Directors may consult with the Nominating Committee regarding the appointment process.

Section 8. Resolutions Committee

A. Membership: There shall be a Resolutions Committee which shall consist of the president-elect, two representatives from Director Area Two and one representative from all other director areas, as defined by the Bylaws. The president-elect shall serve as the vice chair of the Resolutions Committee unless she/he is elected to chair the committee.

B. Duties:

1. The Resolutions Committee shall consider proposals for Permanent Association Positions submitted by school boards, the Board of Directors or Association committees. The Committee shall report its recommendations to the membership at least thirty (30) days prior to the Delegate Assembly.
2. Each year the Resolutions Committee shall review approximately twenty (20) percent of the Permanent Association Positions and recommend revisions and/or deletions for consideration at the Delegate Assembly.
3. The Resolutions Committee shall appoint three members to the Positions Subcommittee. The Positions Subcommittee shall review proposals for potential conflicts or inconsistencies with existing positions. The president or a designee shall chair the Subcommittee. Meetings shall be called, as needed, by the chair.

Section 9. Interscholastic Activities Committee

A. Membership: There shall be an Interscholastic Activities Committee which shall consist of a WSSDA Board member appointed by the president, two representatives from Director Area Two and one representative from all other director areas, as defined by the Bylaws.

B. Duties:

1. The Interscholastic Activities Committee shall review and make recommendations on all proposals to be submitted to WIAA representative assemblies. These recommendations shall be communicated to the Association's members.
2. The Interscholastic Activities Committee shall engage in education and communication activities to inform school directors of their roles and responsibilities in the provision of interscholastic activities and their relationship with the WIAA.
3. The Interscholastic Activities Committee shall meet with the WIAA Executive Director to review WIAA state, regional and tournament financial affairs and review the audit of WIAA finances.
4. The Interscholastic Activities Committee shall review the governance of WIAA and the manner by which its operation are overseen by its Executive Board, the State Board of Education and the WSSDA and local boards, and make recommendations to the WSSDA Board of Directors regarding WIAA governance.
5. The Interscholastic Activities Committee shall make other recommendations to the WSSDA Board of Directors regarding WIAA or student interscholastic activities as the Committee deems appropriate.

ARTICLE X. VACANCIES

Section 1. Termination of Local Board Membership

When a person ceases to be a member of a local school district board of directors, any Association office or position held by that individual shall be declared vacant.

Section 2. Unexcused Absence

A vacancy occurs when a member holding any Association office or position is absent from two consecutive and properly called meetings, unless the absence is excused by the chair.

Section 3. Resignations

Any member holding any Association office or position may resign at any time by giving written notice to the President. Such resignations shall take effect immediately unless there is a time specified therein.

Section 4. Replacement

- A. In the event of a vacancy in the position of a school director area representative on the Board of Directors, the remaining members of the Board of Directors shall, with convenient speed, elect a successor from among the school directors in the school director area in which the vacancy occurs, to serve until the next Annual Conference.
- B. In the event of a vacancy on any other committee of the Association, the President shall, with convenient speed, appoint a successor to serve out the unexpired term or until the next Annual Conference, whichever happens first. The appointment shall be subject to Board approval.
- C. When a vacancy on an elected committee is announced in a director area caucus, it shall be filled by election from that caucus.
- D. When an area representative on the board of directors is elected to an officer position and this results in a board vacancy, the caucus shall conduct an election to fill the vacancy.

Section 5. Removal from Office

- A. Association Officers. Any officer may be removed for cause from office by an affirmative vote of two thirds of the entire Board of Directors at any regular or special meeting as set forth in the policies and procedures.
- B. Members of the Board of Directors
 1. Any member of the Board of Directors may be removed from office for cause by the affirmative vote of two thirds of the entire Board of Directors at any regular or special meeting; or
 2. Director area representatives may be removed from office if twenty-five (25) percent of those school directors within that director area submit a petition to the president of the Association at least ten (10) days prior to the Annual Conference; and two-thirds of director area members present and voting, by ballot, at the caucus approve the removal.

ARTICLE XI. ASSOCIATION MEETINGS

Section 1. Annual Conferences

- A. There shall be an Annual Conference of the Association to be held at such time and place as may be designated by the Board of Directors.
- B. The Annual Conference shall be an assembly of the state's school directors for the purpose of conveying information, determining Association positions or policies relative to any issues and conducting Association elections and other business.
- C. It is the intent of the Association that Annual Conferences shall be held alternately on the east and west sides of the Cascade Mountains.

Section 2. Delegate Assemblies

- A. There shall be a Delegate Assembly consisting of one voting member from each school board in the state. It shall meet in conjunction with the Annual Conference.
- B. The Delegate Assembly shall establish the Association's Permanent Positions and the annual dues; amend the Bylaws; and may conduct such other business as may properly come before it.
- C. Special meeting of the Delegate Assembly may be called by the Board of Directors or by the delegates at any Delegate Assembly.
- D. Every delegate at the Delegate Assembly shall have one vote on matters pertaining to general Association business, setting the total amount of the annual dues assessed to all districts, and amendments to the Bylaws.
- E. Every delegate shall have one vote or a weighted vote, if five (5) delegates call for a weighted vote:
 - 1. On establishing or amending the Association's Permanent Positions; and
 - 2. On matters relating to the process of how dues are assessed to individual districts.
- F. The Board of Directors may submit emergency matters or late proposals, except amendments to the Bylaws, to be voted upon at the Delegate Assembly with a minimum of four (4) hours written notice to members at Annual Conference.
- G. There shall be no absentee or voting by proxy.

Section 3. Legislative Assemblies

- A. There shall be a Legislative Assembly consisting of one voting member from each school board in the state.
- B. It shall meet when called by the Board of Directors. The time and place of meeting shall be designated by the president.
- C. The Legislative Assembly shall consider legislative proposals and any new or proposed changes to existing Standing Legislative Positions.
- D. Every delegate at the Legislative Assembly shall have one vote, or a weighted vote, if five (5) delegates call for a weighted vote on all matters that come before the Assembly.
- E. There shall be no absentee or voting by proxy.
- F. The Board of Directors may submit emergency matters or late proposals, except amendments to the Bylaws, to be voted upon at the Legislative Assembly with a minimum of four (4) hours written notice to all members of the Legislative Assembly.

Section 4. Weighted Vote

When a weighted vote is called, delegates shall receive the number of votes as set fourth in the vote chart based on student enrollment on the first school day in October.

OSPI Headcount Enrollment	Votes
0 – 1,000.....	1
1,001 – 5,000.....	2
5,001 – 10,000.....	3
10,001 – 15,000.....	5
15,001 – 20,000.....	7
20,001 – 25,000.....	9
25,001 – 30,000.....	11
30,001 – 35,000.....	13
35,001 – 40,000.....	15
40,001 – 45,000.....	17
45,001 – 50,000.....	19

Section 5. Quorums

At all meetings of the Association, five (5) percent of the regular membership shall constitute a quorum.

Section 6. Dues

The maximum dues assessed to any single school district may not exceed the base salary of a teacher in that district.*

*As determined by the district staffing for the preceding school year, as reported to the State Superintendent of Public Instruction.

ARTICLE XII. FINANCE

- A. Within the limitation established by law, the Delegate Assembly shall determine the amount of the Association’s revenue to be derived from dues for the ensuing year.
- B. In the absence of a quorum at Delegate Assembly, the Board of Directors may assess dues, not to exceed the amount of dues assessed the preceding year.
- C. The Association shall submit an annual financial statement to the membership and financial reports at each meeting of the Board of Directors.
- D. The Association staff and officers shall be bonded in an appropriate amount.
- E. The fiscal year shall be from January 1 through December 31 and all dues shall become payable on January 1 of each year.
- F. The President shall appoint a finance subcommittee of the Board of Directors to monitor the Association’s finances and report to the Board.

ARTICLE XIII. ASSOCIATION OFFICE

The Association shall maintain its principal office and such other offices as may be necessary at such place or places as the Board of Directors shall from time to time determine.

ARTICLE XIV. AMENDMENTS

Section 1.

Any proposed amendment to the Bylaws must be submitted to the Board of Directors no later than ninety (90) days prior to the Delegate Assembly. The amendment must be submitted by:

1. At least five school boards that have taken formal board action to recommend the amendment; or
2. A majority of members of the Board of Directors of the Association.

The Board of Directors shall review and refer all proposed amendments to the Delegate Assembly with recommendations.

Section 2.

Bylaws may be amended at the Delegate Assembly by a two-thirds vote of the delegates present, provided due notice, in writing, of the proposed amendment is submitted to the members at least thirty (30) days prior to the Delegate Assembly.

ARTICLE XVI. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with law, these bylaws, or special rules of order adopted by the organization.

Article XVII. INDEMNIFICATION CLAUSE

The Association shall indemnify, defend and hold harmless its officers, directors, or employees from any and all losses, claims, demands, suits, costs and expenses (including reasonable attorney fees) of whatever nature or description arising from any claim against the officer, director or employee when acting on behalf of the Association. However, if a court of general jurisdiction determines that the director, officer or employee was not acting in good faith or within the scope of that person's authority or employment, such costs of defense or judgment shall not be authorized or paid.

Notes

Position Review:

All Association positions were reviewed by the membership in 1972, 1977 and 1982. Pursuant to its duty as stated in the Bylaws, in 1984 the members of the WSSDA Resolutions Committee reviewed Section 2 of the WSSDA Positions;

in 1985 they reviewed Section 3;
in 1986 they reviewed Section 5;
in 1987 they reviewed Sections 1 and 6;
in 1988 they reviewed Section 4;
in 1989 they reviewed Section 2;
in 1990 they reviewed Section 3;
in 1991 they reviewed Section 5;
in 1992 they reviewed Sections 1 and 6;
in 1993 they reviewed Section 4;
in 1994 they reviewed Section 2
in 1995 they reviewed Section 3;
in 1996 they reviewed Section 5;
in 1997 they reviewed Sections 1 and 6;
in 1998 they reviewed Section 4;
in 1999 they reviewed Section 2;
in 2000 they reviewed Section 3;
in 2001 they reviewed Section 5;
in 2002 they reviewed Section 1 and 6;
in 2003 they reviewed Section 4;
in 2004 they reviewed Section 2;
in 2005 they reviewed Section 3;
in 2006 they reviewed Section 5;
in 2007 they reviewed Sections 1 and 6;
in 2008 they reviewed Section 4;
in 2009 they reviewed Section 2;
in 2010 they reviewed Section 3; and
in 2011 they reviewed Section 5.

Prior to the 2011 Delegate Assembly, the WSSDA Resolutions Committee reviewed Section 5, *Instructional Program*, which constitutes approximately 20 percent of the Association's positions.



The Washington State School Directors' Association
provides leadership, advocacy and services
to support public school directors' efforts
to improve student learning.

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