

CONSTITUTION



WASHINGTON STATE  
ASSOCIATION FOR SUPERVISION AND CURRICULUM  
DEVELOPMENT  
(WSASCD)  
(Amended July 2022)

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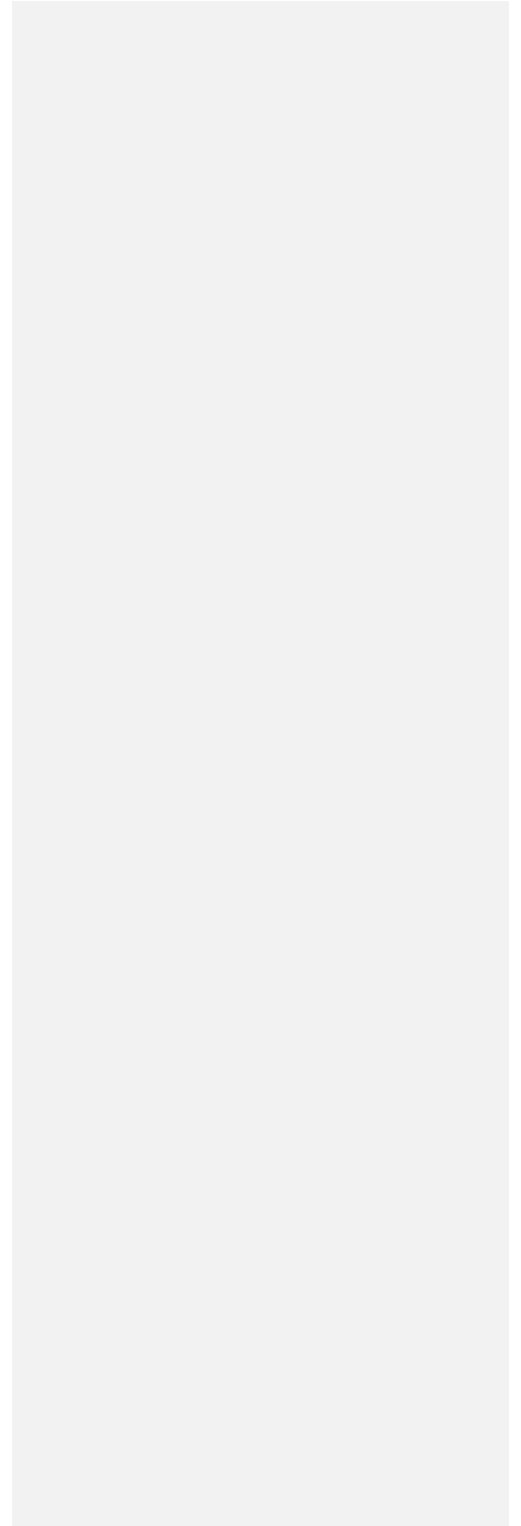
**Article XIV: Procedural Guidelines**

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CONSTITUTION OF THE WASHINGTON STATE  
ASSOCIATION FOR SUPERVISION AND CURRICULUM DEVELOPMENT

(Amended July 2022)

**Article I**

**Name and Affiliation**

The name of the organization shall be Washington State Association for Supervision and Curriculum Development (WSASCD), doing business as Washington State ASCD. This Association shall be affiliated with the International Association for Supervision and Curriculum Development (ASCD).

**Article II**

**Purpose**

Section 1.

Mission: Washington State ASCD is a community of all educators committed to promoting promising practices to ensure ALL students are safe, healthy, engaged, supported, and challenged.

Section 2:

WSASCD is a dynamic, self-renewing organization, that:

- Commits its resources wisely for maximum value to members and the profession.
- Provides leadership to develop the capacity of educators to improve learning and teaching by addressing complex problems, influencing policies, and advocating practices that support quality teaching, learning, and leadership through programs, products, and services.
- Pursues collaborations and partnerships with ASCD and other constituent groups that engender trust, respect, and connectedness.
- Conducts innovative activities to promote learning communities that shape quality teaching and learning.
- Increases and retains a highly diverse membership that is engaged and involved.

This is a statement of both purpose and standards, and neither restricts nor limits the general powers of this Association. All activities shall be conducted in a manner consistent with the requirements of the Internal Revenue Code and regulations relating to organizations described in Section 501 (c)(3) of the Code, as now or hereafter amended.

### **Article III**

#### **Limitation on Liability**

##### Section 1.

To the maximum extent permitted by Washington State Code, in any proceeding brought by or in the right of the Association or brought by or on behalf of the members of the Association, no damages shall be assessed against any officer or coordinator arising out of the actions or inactions taken by such officer or coordinator in the name of or on the behalf of the Association.

### **Article IV**

#### **Code of Ethics**

##### Section 1.

WSASCD's mission can only be realized through a common code of ethics upheld by our officers, Board of Directors, and staff.

- We expect integrity, honesty, and trustworthiness in our work; courage in our decisions; and dedication to WSASCD's values and beliefs.
- We expect responsible action on behalf of the organization and are accountable and transparent to our constituents and to one another. We share information when appropriate without sacrificing confidentiality.
- We expect to be treated and to treat others with respect. We respect the opinions of and the differences between individuals.
- We expect fairness to be evident in our actions internally and externally. We are equitable in our decisions and mindful of their impact on other groups and people.
- We expect our actions to demonstrate our care for others and the community as a whole.
- We care about the well-being of each other, the community, and the Association.

### **Article V**

#### **Membership**

##### Section 1.

All members are active members of WSASCD, and shall be entitled to vote, be eligible to hold office, and participate in the Association.

Section 2.

Any educator who desires to promote the purposes of Washington State ASCD shall be eligible for membership and its privileges as specified in the Procedural Guidelines.

Section 3.

Washington State ASCD fully supports a policy of equal opportunity and abides by Washington state law prohibiting discrimination on the basis of sex, race, color, religion, creed, national origin, sexual orientation, gender identity, gender expression, disability, the use of a trained dog guide or service animal, age, and honorably discharged veteran or military status. Neither will it accept invitations to participate in activities from any organization that does not support an equal opportunity or nondiscrimination policy.

Section 4.

In support of the Washington State ASCD belief that diversity strengthens society, the association shall actively seek members who represent the diversity of Washington in sex, race, color, religion, creed, national origin, sexual orientation, gender identity, gender expression, disability, the use of a trained dog guide or service animal, age, and honorably discharged veteran or military status, geographic location, and professional viewpoint.

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Section 5.

The annual membership fee(s) shall be determined by a vote of the Board of Directors.

## Article VI

### Officers

Section 1.

The officers of Washington State ASCD shall be President, President-Elect or Past-President, as elected by the membership.

Section 2.

The President shall serve for a term of two (2) years, with the President-Elect and Past-President serving a one-year term. No person shall serve more than one (1) term successively in the same elected position. Terms of office begin on July 1 and end June 30.

Section 3.

Duties of the officers shall be carried out as specified in the Procedural Guidelines.

Section 4.

Upon the resignation or death of the president, the immediate (or former) past president shall succeed the office of the president and shall serve until the next regular election of officers or successor has been elected.

## **Article VII**

### **Executive Director**

Section 1.

The Executive Director shall be appointed by the Board of Directors upon recommendation of the Executive Committee and serves at the pleasure of the board

Section 2.

The Executive Coordinator shall be the administrative officer of the Association and shall serve as secretary of the Association. The Executive Coordinator functions in a non-voting, ex-officio capacity to the Board.

Section 3.

The Executive Director is responsible for the execution and administration of programs approved by the board and shall have the power to make contracts and commitments as authorized by the Board.

## **Article VIII**

### **Executive Committee**

Section 1.

The elected officers, elected ASCD Representative, Treasurer of the Board, and Executive Director shall constitute the Executive Committee of the Association.

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Section 2.

The Executive Committee shall assume the duties of the Board of Directors in the intervals between meetings of the Board.

Section 3.

The Executive Director shall be a non-voting member of the Executive Committee.

## **Article IX**

### **Board of Directors**

#### Section 1.

The Board of Directors shall be the decision-making and governing body of Washington State ASCD.

#### Section 2.

The Board of Directors shall include the elected and appointed officers of the Association, one member elected as the ASCD Representative, one member of the staff of the Office of the Superintendent of Public Instruction recommended by the staff office, one member from higher education, one teacher representative, one student representative, and representatives elected from each educational service district for overlapping three-year terms.

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#### Section 3

The Board of Directors shall have the authority to act on behalf of WSASCD as identified in the procedural guidelines.

#### Section 4.

The Board of Directors shall:

- Establish a time frame and process for conducting constitutional reviews.
- Revise and adopt policies.
- Consider the need for hiring/contracting of staff support for the organization.

#### Section 5.

Any member of the Board of Directors may be removed from office for cause by a vote of two-thirds of the total membership of the Board of Directors, providing that the individual shall first have opportunity of due process before a called meeting of the Board of Directors.

#### Section 6.

Any member of the Washington State ASCD who is also a member of the International Association for Supervision and Curriculum Development shall be eligible for nomination to the Board of Directors. A person selected by the Board to complete an unexpired term of one year or less, may be nominated for a full and regular term. An individual who has served a full term may not serve a second, consecutive term.



Section 7.

The Treasurer shall be selected by and from the Board for a one-year term with the option of renewable terms. The purpose of the Treasurer is to provide fiscal checks and balances, and the functions of this position are delineated in the Procedural Guidelines.

**Article X**

**Meetings**

Section 1.

The Board of Directors shall hold a minimum of three meetings each year. Other meetings may be called at the discretion of the president or by vote of a majority of the Board of Directors.

Section 2.

The association shall hold at least one regular meeting of the membership.

Section 3.

Simple majority of the members of the Board shall constitute a quorum.

**Article XI**

**Elections**

Section 1.

The Past President or President, according to the current governance structure, shall serve as the chair of the Nominating Committee. The Nominating Committee shall submit a slate of candidates with the names of the nominees for each office to be filled on the Board of Directors.

Section 2.

Candidate qualifications and balloting procedures shall be adhered to as outlined in the Procedural Guidelines.

**Article XII**

**Constitutional Revision**

Section 1.

The Executive Committee shall review the provisions of the Constitution every five years and report its findings to the Board of Directors. If the Constitution has need of revisions, the Board of Directors shall authorize the Executive Committee to submit the proposed revisions to the Board for acceptance.

Section 2.

Revisions to the Constitution must be submitted to the general membership for approval and approved by a two-thirds majority of the voting general membership.

#### **Article XIV**

##### **Procedural Guidelines**

Section 1.

Details regarding the activities of the affiliate shall be regulated by the Procedural Guidelines. These may be amended at a meeting of the Board of Directors by a majority of the Board members present, provided a copy of the changes have been provided to Board members prior to the meeting when the vote will take place.

#### **Article XV**

##### **Fiscal Year**

Section 1.

The fiscal year of WSASCD shall begin July 1 and end June 30.

#### **Article XVI**

##### **Assets on Liquidation**

No part of the net income, revenue, or grants of the association shall be given to any member, officer, or any private individual (except that reasonable compensation may be paid for services rendered in connection with one or more of the Association's purposes); and no member, officer, or any private individual shall be entitled to share in the distribution of any part of the assets of the Association on its dissolution or liquidation.

In the event of such dissolution or liquidation, the assets of the Association, after payment of debts and obligations shall be transferred to an organization with federal tax exemptions for charitable and educational uses and purposes similar to those of the Association, which exempt organization shall be designated by the final Board of Directors of the Association.

This constitution is to take effect: October 1, 2022.  
Revised by Executive Committee: July - August 2022  
WSASCD Board approved: August 9, 2022  
Membership approved: October 15, 2022

