

Washington Activity Coordinators' Association Constitution

I. NAME

- A. The name of the organization shall be the Washington Activity Coordinators' Association (WACA).

II. MISSION

- A. The mission of the Washington Activity Coordinators Association is to improve and promote the activity programs in the secondary schools.

III. ANNUAL CONFERENCE

- A. An annual conference shall be held for members to conduct Association business and to further the mission of the Association.
- B. The annual conference shall be held at a time and location determined by the Executive Board.

IV. MEMBERSHIP

- A. Any individual, dealing with student activity programs in a secondary schools, is eligible for membership.
- B. Membership shall be granted to all delegates to the annual conference.
- C. Membership shall be annual and run from the opening of the Annual Conference to the opening of the subsequent Annual Conference.

V. EXECUTIVE BOARD

- A. The Executive Board of WACA shall include four (4) elected officers and five (5) appointed officers. Elected Officers shall include President, President-Elect, Past President, and Secretary. Appointed Officers shall include Treasurer, Partner Coordinator, Program Coordinator, Technology Coordinator and Communications Coordinator.
- B. The terms for Secretary, Treasurer, Partner Coordinator, Program Coordinator, Technology Coordinator, and Communications Coordinator shall be three (3) years.
- C. The term of office for the President-Elect shall be three (3) years. The President-Elect shall assume the office of President and the office of President shall assume the office of Past-President in each subsequent year.

VI. AREA and LEVEL REPRESENTATIVES

- A. The state shall be divided into regional areas, as established in the Standing Rules. There shall be one (1) elected representative for each of the designate areas.
- B. There shall be one (1) elected middle level representative and one (1) elected high school representative.
- C. Terms for area representatives and level representatives shall be two (2) years.

VII. BOARD OF DIRECTORS

- A. The Board of Directors shall be composed of the Executive Board, Area Representatives and Level Representatives.
- B. Eligibility, roles and responsibilities for each position on the Board of Directors shall be outlined in the Standing Rules.

VIII. ELECTIONS

- A. Elections for the Board of Directors shall be held at the annual conference.
- B. Election guidelines, rules, eligibility and procedures shall be outlined in the Standing Rules.
- C. Procedures for filling of appointed positions, unfilled positions and vacancies on the Board of Directors shall be outlined in the Standing Rules.
- D. Positions on the Board of Directors that are not filled by membership election, shall be approved by a simple majority vote of the standing Board of Directors.
- E. Procedures for the recall of Board of Director positions shall be outlined in the Standing Rules.
- F. The Board of Directors shall assume office at the close of the annual conference or upon approval by the Board of Directors in the event of an unfilled or vacated position.

IX. AMENDMENTS

- A. Proposed Constitutional Amendments must be submitted to the Board of Directors no less than thirty (30) days prior to the annual conference.
- B. Procedures and requirements for submission of amendments shall be outlined in the standing rules.
- C. Amendments to the Constitution shall be approved by a two-thirds (2/3) majority vote of those members casting ballots at the annual conference.
- D. Modifications to the Standing Rules shall be approved by a two-thirds (2/3) majority vote of the Board of Directors.
- E. Amendments to the Constitution and Modifications to the Standing Rules shall become effective immediately, unless specified in the amendment or modification.

X. PARLIAMENTARY AUTHORITY

- A. The Washington Activity Coordinators' Association will be operated by Roberts Rules of Order and Parliamentary Procedures.

Ratified: April 1972

Amended: April 1982, March 1986, March 1990, March 2001, March 2004, March 2007, March 2010