



# WASHINGTON COUNCIL OF SCHOOL ATTORNEYS

## BYLAWS

### ARTICLE I – NAME

- 1.1 This association shall be called the Washington Council of School Attorneys.

### ARTICLE II – PURPOSES

- 2.1 The purposes for which this Council is formed are:
- (a) To identify current legal problems of concern to those who advise school boards, to disseminate legal information to its members, and to promote the exchange of legal information and analysis among the members;
  - (b) To plan and prepare programs for the purpose of providing in-service training to its members or for informing school administrators and directors of current legal developments; and
  - (c) To identify and represent the general interests of attorneys who advise school boards, including the filing of amicus briefs or other activities which promote the effective legal representation of school districts.

### ARTICLE III – NON-PROFIT STATUS

- 3.1 This organization shall not afford pecuniary gain, incidental or otherwise, to its members.

### ARTICLE IV – MEMBERSHIP

- 4.1 Any member of the Washington State Bar who is a school director or who is acting as an attorney or school administrator for one or more school districts of the State of Washington, the Washington State School Directors' Association, or the Superintendent of Public Instruction may be a member of this organization by payment of the dues hereinafter provided. Members who retire from the practice of law may continue membership in the Council upon payment of the annual dues.
- 4.2 Qualified individuals may join the Council by filing an application with the secretary-treasurer of the Council and paying the annual dues.
- 4.3 Resignations from membership shall be in writing addressed to the secretary-treasurer of the Council. The failure to pay the annual dues of the Council shall also be considered a resignation pursuant to Section 5.2 below.

### ARTICLE V – DUES AND FINANCIAL AFFAIRS

- 5.1 Membership dues shall be One-hundred Fifty Dollars (\$150.00) per year for the year 2000, and shall thereafter be established by the board of directors of the Council from time to

time. Dues shall be payable on January 1, 2000, and on the first day of January of each succeeding year.

- 5.2 Any member in arrears more than 90 days shall have no further vote in the affairs of the Council and shall not be permitted to hold any office, attend any meeting of the Council, or receive any benefits of the Council.
- 5.3 The Council shall obtain administrative support services, including the management of financial affairs, from the Washington State School Directors' Association. The Council shall pay a fee for such services as may be agreed upon by the Board of Directors and the Executive Director of the Washington State School Directors' Association.

#### **ARTICLE VI – BOARD OF DIRECTORS**

- 6.1 Control and administration of the Council shall be vested in the board of directors and its officers.
- 6.2 The board of directors shall consist of 9 members who shall be elected at the annual fall meeting of the Council to serve for a period of three years, or until their successors are elected. Terms of office shall be staggered so that 3 new directors are elected each year. Any vacancy occurring in the board of directors shall be filled for the unexpired term by a majority vote of those present at a regular meeting of the board of directors or any special meeting of the board of directors called for that purpose.
- 6.3 The annual meeting of the board of directors shall be held during the fall meeting of the Council. The board of directors shall elect officers at the annual meeting. Special meetings of the board may be called at any time by the Council president or any three members of the board.
- 6.4 A quorum consisting of any 5 members of the board shall be sufficient for the conduct of any business of the board except as otherwise provided herein.
- 6.5 The board of directors shall have the authority to authorize the filing of an amicus curiae brief on behalf of the organization upon a showing that the issues involved in the case affect the significant legal interests of school districts generally in the State of Washington or the interests of attorneys who represent or advise school districts in the State of Washington. The board shall not approve the filing of such brief in any matter in which the interests of one school district are adverse to another. Such authorization shall require the concurrence of at least six members of the board. The board of directors is authorized to create additional guidelines for filing an amicus brief that are not inconsistent with these bylaws.

#### **ARTICLE VII – OFFICERS**

- 7.1 The officers of the Council shall be a president, a vice president and a secretary-treasurer. The president and vice president shall be elected by the board of directors from among its members. The secretary-treasurer of the Council shall be a person selected by the executive director of the Washington State School Directors' Association.

- 7.2 The president of the Council shall be the executive officer of the organization and the chair of the board of directors. The president shall preside at all meetings of the Council and the board of directors, appoint all committees and perform such other duties as the association may, from time to time, direct.
- 7.3 The vice president shall assume the duties of president in case of the president's absence or inability or refusal to carry out the duties of president.
- 7.4 The secretary-treasurer of the Council shall be the custodian of the funds of the association. The secretary-treasurer shall keep an accurate account of all monies received and expended for use of the Council, and shall make disbursements authorized by the board of directors. All funds of the Council shall be deposited in a depository approved by the board of directors. Funds shall be drawn upon the signature of the secretary-treasurer. The secretary-treasurer shall render an annual report of all receipts and disbursements to the board of directors. The secretary-treasurer also shall keep minutes of the meetings of the Council and its board of directors.

#### **ARTICLE VIII – MEETINGS**

- 8.1 The first annual meeting of this Council was held in Spokane, Washington, in the fall of 1973, and a committee was placed in charge of preparing bylaws for the organization. The second annual meeting of the Council was held in Seattle, Washington, on December 5, 1974, at which time these bylaws were adopted.
- 8.2 The Council shall conduct two meetings per year on a date and place agreed upon by the board of directors. One meeting shall occur in the fall and one in the spring.
- 8.3 The president of the Council may call special meetings of the organization for any purpose by giving at least 10 days' notice in writing to the membership indicating the time and place of the meeting and the purpose for which the meeting is called.
- 8.4 A quorum for meetings of the Council shall be 10% of the members.

#### **ARTICLE IX – AMENDMENTS**

- 9.1 These bylaws may be amended from time to time by a majority vote of the membership at any meeting at which a quorum is present.

ADOPTED at Seattle, Washington, on the 5<sup>th</sup> day of December 1974.

AMENDED Article VI, Section 3, December 1977, increasing directors from five to seven.

AMENDED Article VI, Section 3, January 1979, increasing directors from seven to nine and providing staggered terms of office.

AMENDED Article V, Section 1, November 19, 1994, increasing dues to \$100.00.

AMENDED Article VIII, Section 2, November 13, 1998, allowing the annual fall meeting to be held on a date and place agreed upon by the officers.

AMENDED Article V, Section 1, October 6, 2000, increasing dues to \$150.00.

AMENDED Articles I-IX, April 21, 2006, clarifying the authority to file amicus briefs, the purchase of administrative services from WSSDA, the membership criteria, and the process for amendments; combining the positions of recording secretary and secretary-treasurer; confirming staggered three-year terms for board members; allowing the board of directors to hold the annual meeting during the Council's fall meeting; and making various editorial changes for clarity