

**BYLAWS
OF THE CONNECTICUT PRINCIPALS' CENTER**

Proposed revision of 5/11/06 -- To be voted on by the entire membership

Article I: Name, Purposes, and Governance

Section 1. Name

The name of this organization shall be The Connecticut Principals' Center (hereinafter referred to in the Bylaws as the "Center").

Section 2. Purposes

- a. To meet the needs of practicing principals and assistant principals;*
 - b. To support the principals' efforts to enhance teaching, learning, and leading in the schools;
 - c. To develop and implement quality principal aspirant programs;
 - d. To develop and implement quality induction/mentor programs for new principals;
 - e. To provide quality professional development opportunities for career principals;
 - f. To advance the understanding of issues critical to the role of principals;
 - g. To develop and implement professional development opportunities for principals in the integration of technology into the school's curriculum.
- * (the term "principal" includes "assistant principal" subsequent to this sentence.)

Section 3. Governance

The Center shall be governed by Bylaws, and such actions as the governing body of the Center may take consistent herewith.

Nothing in the Bylaws shall be construed to prevent the Center from pursuing objectives that are consistent with its stated purposes.

Article II: Membership

Section I. Categories and Qualifications

- a. Regular membership shall include active members who shall be principals of CAS member schools.
- b. Special non-voting categories of membership may be established by the **Board of Control** ~~Advisory Committee~~, such as:
 - 1. Associate: available to any person who is actively interested in, engaged in or associated with any phase of educational work;
 - 2. Student/Aspiring Principal: available to students who are enrolled in programs in school administration/supervision and who are not eligible for active memberships;
 - 3. Honorary membership: available to any person awarded such membership by the **Board of Control** ~~Advisory Committee~~;
 - 4. Emeritus/Retired membership: available to those former regular members of EMSPAC or CAS, who have retired;
 - 5. The **Board of Control** ~~Advisory Committee~~ may assign regular membership in the Center to active members of the educational community holding administrative positions who have leadership roles in the Center.

Section 2. Rights and Responsibilities

- a. Regular, active members of the Center shall be entitled to all of its rights and privileges, including the right to vote, hold office (e.g. chair a committee), and participate in benefits.
- b. All special membership categories shall be entitled to the rights and privileges of the Center as determined by the **Board of Control** ~~Advisory Committee~~ except the right to vote, or to hold office.

Section 3. Membership Dues

- a. School membership in CAS will automatically include Center membership for the principal and assistant principal.
- b. Special category members will be part of the CAS dues structure.

Article III: Board of Control ~~Advisory Committee~~

Section I: Composition

The Principals' Center ~~Board of Control Advisory Committee~~ shall consist of eight (8) voting members including the chair and vice chair. There shall be two members ~~each representing CAHSP, CAMSP and CAESP from each educational level - elementary, middle and high school -~~ as recommended by **their respective boards of control** ~~these associations~~ in addition to the chair and vice chair. In addition, there shall be non-voting consultants appointed to the ~~Board of Control Advisory Committee~~ by the ~~Board of Control Advisory Committee~~.

Members of the ~~Board of Control Advisory Committee~~ will be appointed to two-year terms with one reappointment possible.

Section 2. Duties and Responsibilities

The ~~Board of Control Advisory Committee~~ shall be responsible to the CAS Board. The ~~Committee Board~~ is empowered to:

- a. establish and update bylaws and other written policies needed to govern the Center. such bylaws and policies shall not be in conflict with the CAS Constitution or Articles of Incorporation. All such bylaws and policies shall require the approval of the CAS Board of Directors ~~and the Association~~.
- b. propose public policy issues for study and propose legislation affecting association members, students and schools, to the CAS Board of Directors.
- c. act on behalf of the Center and make appropriate policy decisions.
- d. make recommendations for professional development programs and activities.
- e. review all reports of Principals' Center committees and transmit recommendations and appropriate information to ~~Center members the committee~~.
- f. establish committees and development guidelines for each committee to follow.
- g. have such other powers and perform such other duties as may provided for in the bylaws.
- h. appoint an Editor of Publications, and other such consultants as deemed necessary.

Section 3. Meetings

The ~~Board of Control Advisory Committee~~ shall meet at least three times during the membership year to conduct the business of the Center. Notice of at least ten (10) days of the meetings shall be given to all members of the ~~board Committee~~. A quorum of the ~~board Committee~~ shall consist of more than 50% of Committee members.

Decisions of the ~~Board of Control Advisory Committee~~ will be made by consensus to the extent possible. When this cannot be achieved, the normal procedures of Roberts Rules of Order will be followed.

Article IV: Officers and Membership

Section 1. Officers

The elected officers of the Center shall be:

1. Chair
2. Vice Chair

Section 2. ~~Board of Control Advisory Board~~/Ad Hoc Committee

The ~~Board of Control can Advisory Committee~~ shall appoint an ad hoc Principals' Center Committee to select candidates when openings for offices occur. These candidates ~~would~~ **will** be presented to the CAS Nominating Committee which will present a **final** slate of officers to the general membership at the CAS Annual Meeting for approval. Additional nominations may be made from the floor of the CAS Annual Meeting. If an office is contested, a vote will be taken by ballot.

Section 3. Terms of Office

- a. The terms of office of the Chair and Vice Chair shall be two years for each position beyond the term of membership on the **Board of Control Advisory Committee**.
- b. The terms of office for officers and members of the **Board of Control Advisory Committee** shall be from July 1 to June 30 each year.

Section 4. Eligibility for Office and Positions on the **Board of Control Advisory Committee**

All voting members of the **Board of Control Advisory Committee** shall be members of the Association at the time of election with the exception of the provision in Article II. Section 1.5.

Section 5. Vacancy procedures.

In the event of a vacancy in the office of Chair, the Vice Chair will assume the office and serve in the offices of Chair and Vice Chair simultaneously.

Subsequent to such Vice Chair serving out the term of the resigned Chair, he/she may exercise the option of serving a full term as Chair if two-thirds of the members of the **board Committee** vote to approve such option.

Section 6. Removal from Office.

- a. The **Board of Control Advisory Committee** shall be empowered to replace any chair, or **advisory committee board** member or committee member due to failure or inability to fulfill the responsibilities of the position.
- b. Any member who is to be considered for removal shall be duly notified, and will have the right to appeal to the full **Board of Control Advisory Committee**.

Article V: Duties of Officers

Section I. Duties of Officers

- a. The Chair shall:
 - 1. preside at all meetings of the **Board of Control Advisory Committee**;
 - 2. execute decisions of the **Board of Control Advisory Committee**;
 - 3. provide leadership for the Center;
 - 4. represent the Center on the CAS Board of Directors;
 - 5. provide an annual report of all Center activities.
- b. The Vice Chair shall:
 - 1. preside in the absence of the Chair;
 - 2. assume the Chairmanship at the conclusion of the Chair's term.

Article VI: Committees

Section I. Standing Committees (Strands)

Aspirant Program

- 1. Composition :
The membership shall consist of a chair, and at least eight (8) additional voting members and consultants.
- 2. Duties:
The Aspirant Program Committee, working with the Principals' Center Director, shall be responsible for the development of aspirant programs.
- a. Mentor-Mentee
 - 1. Composition:
The Mentor-Mentee Committee shall consist of a chairperson, and at least eight additional voting members and consultants.

2. Duties:
The Mentor-Mentee Committee working with the Director, shall be responsible for the development of Mentor-Mentee programs.
- b. Career Principal
 1. Composition:
The Career Principal Committee shall consist of a chair and eight (8) additional voting members and consultants.
 2. Duties:
The Career Principal Committee working with the Director, shall be responsible for the development of professional development programs for experienced administrators
- c. Critical Issues
 1. Composition:
The Critical Issues Committee shall consist of a chair and eight (8) additional voting members and consultants.
 2. Duties:
The Critical Issues Committee, working with the Director, shall be responsible for the development of programs related to specific critical issues.
- d. Technology and The Principal
 1. Composition:
The Technology and The Principal Committee shall consist of a chair and eight (8) additional voting members and consultants.
 2. Duties:
The Technology and The Principal Committee, working with the Director, shall be responsible for developing programs for principals in the integration of technology into the curriculum.

Section 2. Ad Hoc Committees

The ~~Board of Control Advisory Committee~~ will appoint “ad hoc committees” for specific needs and functions. Such committees will, at the close of a one year period, either cease to function or be recommended in a bylaws change to become a standing committee.

Article VII: Amendments

A member school may submit a proposed amendment to the Bylaws to the Principals’ Center ~~Board of Control Advisory Committee~~ two months before the Annual Meeting. All such amendments will be submitted to the CAS Board of Directors one month before the Annual Meeting.

Mission Statement

The Connecticut Principals’ Center was formed to meet the needs of practicing principals and assistant principals and to support the development of aspiring administrators.

The Connecticut Principals’ Center is committed to supporting the principal’s and assistant principal’s efforts to enhance teaching, learning, and leading in the schools of Connecticut by:

Developing and implementing quality principal aspirant programs;

Developing and implementing quality induction/mentor programs for new principals and assistant principals;

Providing quality professional development opportunities for career principals and assistant principals;

Advancing the understanding of issues critical to the role of principals and assistant principals.

Developing and implementing professional development opportunities for principals and assistant principals in the integration of technology with the school’s curriculum.