

**BYLAWS OF THE  
~~CONNECTICUT ASSOCIATION OF MIDDLE SCHOOL PRINCIPALS~~  
MIDDLE SCHOOL BOARD OF CONTROL**

*Proposed revision of 5/11/06 -- To be voted on by the middle level membership only*

**ARTICLE I: NAME**

**The board which oversees all middle school programs and services shall be the Middle School Board of Control.**

The name of this organization shall be the Connecticut Association of Middle School Principals referred to in these bylaws as the Association.

**ARTICLE II: PURPOSES**

**The Middle School Board of Control shall be responsible for the delivery of programs and services to the middle school membership. Specifically, it will be called upon to:**

1. Further the interests of middle school education through cooperative action
2. Provide advice and leadership for middle school principals in the areas of curriculum and professional development. (The term principal is assumed to include all members of a middle school's administrative staff in these by laws.)
3. Encourage and facilitate worthwhile activities and useful learning experiences for middle school students.
4. Secure through appropriate committees and boards the effective supervision and regulation of middle school student activities.
5. Assist principals in meeting the needs of their schools in an ever changing environment.
6. Represent principals in meeting their professional responsibilities at the local, state and federal level.

The authority of this **board Association** shall extend to all member schools containing any middle grades (6-8) and which are designated as middle schools by the governing board of the school district. The **middle school membership Association** will be governed by these bylaws.

**ARTICLE III: MEMBERSHIP**

1. The principals and assistant principals (or the equivalent) of all middle school institutional member schools of the Connecticut Association of Schools shall have ~~automatic membership in the Association~~ and the right to one vote per school at the annual or any special meeting of the **middle school membership Association**. These principals and assistant principals are eligible for appointment to membership on **all CAS and middle school** boards and committees. As members of these boards and committees, the principals and assistant principals are entitled to one vote each. See the Constitution Article III, Section 1.A. for further details and explanations.

2. Non-voting membership and appointment to committees as non-voting consultants are available to non-member middle school principals, administrative assistants, central office personnel, members of the Departments of Education of Connecticut colleges and universities, members of the State Department of Education, honorary members, retired principals or assistant principals, aspiring principals in administrative preparation programs and certified administrators. See the Constitution Article III, Section A.3 for further details and explanations.

## ARTICLE IV. COMPOSITION

1. There shall be a **Middle Level Board of Control** ~~Board of Directors of the Connecticut Association of Middle School Principals~~ elected by the voting members of the **middle level membership** ~~Association of Middle School Principals~~ at the Annual Meeting of the Connecticut Association of Schools by majority vote of the members actually in attendance. Nominations will be provided by the CAS Nominating Committee. In addition, nominations may be made from the floor at the Annual Meeting.
2. The CAS Assistant Executive Director for Middle Schools will be a non-voting, ex officio, member of the **board of control** ~~CAMSP Board~~.
3. Membership on the **board** ~~CAMSP Board of Directors~~ shall be a chairperson, past chairperson and 8 members from among the middle school membership ~~of the Connecticut Association of Middle School Principals~~; two may be practicing assistant principals. A principal shall serve as chairperson. The Legislative Body at its Annual Meeting shall elect the members of the board. All members of the board shall be elected for a two-year term. No member shall serve more than two consecutive two-year terms. The Chairperson of the board must have served as a member of the board. In no case shall the total amount of service by one individual as a member and Chairperson exceed eight consecutive years except that the Past Chairperson shall serve until succeeded. ~~A vice chair shall be elected by the board from among its voting members at the first meeting following the Annual Meeting of CAS.~~
4. Any member desiring to resign from the **board** ~~CAMSP Board~~ shall submit a written resignation to the chair. Such a vacancy may be filled until the annual meeting by majority vote of the **board** ~~CAMSP Board~~.
5. The **board** ~~CAMSP Board~~ may appoint consultants to serve on the **board** ~~CAMSP Board~~ as non-voting members in order to accomplish its objectives.

## ARTICLE V: DUTIES AND RESPONSIBILITIES

1. Develop and approve a budget to be submitted to the CAS Board of Directors.
2. Establish and update by-laws and other written regulations and policies as needed to regulate and govern the **middle level membership** ~~CAMSP Association~~. Such by-laws, policies, and regulations are not to be in conflict with the CAS Constitution or Articles of Incorporation.  
  
All such by-laws, regulations and policies require the approval of the **middle level** membership ~~of the Connecticut Association of Middle School Principals~~ and the CAS Board of Directors. The ~~Association~~ by-laws ~~of the Middle Level Board of Control~~ shall be made available to the appropriate member schools.
3. Propose public policy issues for study, and propose legislation affecting **middle level association** members, students and schools, to the CAS Board of Directors.
4. Establish committees and develop guidelines for each committee to follow.
5. Act on behalf of the ~~association of principals~~ **middle level** membership and make appropriate policy decisions which should not be in conflict with the CAS Constitution between meetings of ~~each association's~~ **the middle level** membership.
6. **Work in collaboration with the CAS Principals' Center Board of Control and the Center for Early Adolescent Educators' Advisory Board to develop professional development programs and activities. Make recommendations for professional development programs and activities to the CAS Principals' Center Advisory Committee and the Center for Early Adolescent Educator's Advisory Board.**
7. Recommend appointments to the CAS Nominating Committee as provided by Article IV, Section ~~H F~~ of the CAS Constitution and to the Nominating Committee of the Center for Early Adolescent Educators

8. Perform such other duties and responsibilities as may be provided for in the by-laws of the **board**.

#### **ARTICLE VI: MEETINGS**

Regular meetings of the board **of control** shall be held jointly with the Advisory Board of the Center for Early Adolescent Educators at times to be determined by the Chairperson, in collaboration with the Central Office Staff.

When deemed necessary, the Chairperson may call special meetings of the **board CAMSP** or joint boards.

A quorum shall consist of 12 voting members of the **board CAMPS Board** or the joint boards.

#### **ARTICLE VII: OFFICERS**

There shall be a chair, a vice chair and a past chair. The chair shall be a principal and the vice chair will be chosen from the class positions. Terms of office are two years with a second two-year term available. The chair may serve beyond the first four years and is limited to two terms as chair beyond other service. ~~The officers are chosen by majority vote of the CAMSP Board of Directors.~~

#### **ARTICLE VIII: ELECTIONS**

1. The **board CAMSP** ~~will submit~~ **may recommend** candidates for positions on the **board CAMSP Board** to the CAS Nominating Committee prior to the Annual Meeting. See Article IV, Section **H I** for a description of the Nominating Committee and procedures.

2. All members **and officers of the board** ~~of the CAMSP Board and CAMSP officers~~ must be members of CAS.

#### **ARTICLE IX: DUTIES OF OFFICERS**

1. The chair shall:

- call and preside at all meetings of the **middle level membership and the Middle Level Board of Control Association and the CAMSP Board of Directors**.
- execute decisions of the **membership and board Association and Board**.
- serve as ex officio member of each **middle level CAMSP** committee.
- represent the **board CAMSP** on the CAS Board of Directors.
- provide an annual report at the CAS Annual Meeting on the activities of the **board Association**.

2. The vice chair shall:

- preside at all meetings in the absence of the chair.
- fulfill the duties and responsibilities of the chair until the next annual meeting if the chair is incapacitated.

#### **ARTICLE X: COMMITTEES**

Standing committees of the Board shall be: Professional Studies Committee, Program Committee, Member Services Committee.

The Boards may establish ad hoc committees and other standing committees as they may deem necessary.

The Chairperson of the Board shall be an ex officio member of all standing and ad hoc committees.

## ARTICLE XI: CONTROL

1. All **middle level** members of the Association agree as a requirement for membership to abide by the constitution of the Connecticut Association of Schools and its bylaws, including the bylaws of the CIAC (where applicable) and SABC.
2. A member middle school which violates the CAS constitution, the bylaws or any regulations of the Association will be subject to disciplinary action by the **Middle Level Board of Control** ~~CAMSP Board of Directors~~. An open hearing shall be accorded to such school at a regular or special meeting of the **board** ~~Board of Directors~~.
3. Penalties may be imposed on a member school found to be in violation of regulations and/or policies established in the CAS Constitution or **any of the Association's** ~~of the Association~~ bylaws. These may include a written warning, a probationary period for a designated period of time or a suspension from the privileges and rights of membership for a designated period of time, not to exceed one year.

In addition, appropriate monetary fines may be imposed by the **board of control** ~~CAHSP Board of Directors~~. All such actions will require a two thirds vote of members present at a **board of control** ~~CAMSP Board of Directors~~ meeting.

4. Any ~~CAMSP~~ officer, committee or board chair or member may be removed from the position by a two thirds vote of members present at a meeting of the **board** ~~CAMSP Board of Directors~~ for failure or inability to fulfill the responsibilities of the position or other just cause.
5. In accordance with Article VII, Section C (Appeals) of the CAS Constitution, member schools may appeal decisions of the **board of control** ~~CAMSP Board of Directors~~ to the CAS Board within 14 days after distribution of the written decision.

## ARTICLE XII: AMENDMENTS

1. A member school may submit a proposed amendment to the bylaws to the **board of control** ~~CAMSP Board of Directors~~ up to one month before the ~~CAMSP~~ annual meeting **of the middle level membership**. All such amendments will be submitted to member schools two weeks before the annual meeting, with or without the recommendation of the **board** ~~CAMSP Board~~. At the same time, all amendments voted by a two thirds majority of the **board** ~~CAMSP Board~~ will be submitted to the membership.
2. Adoption of proposed amendments shall require a two thirds vote of those present at the annual meeting of the **middle level membership** ~~CAMSP~~ and will take effect on the July 1st following the annual meeting.

## ARTICLE XIII: BENEFITS

**Middle level** members of ~~CAMSP~~ are eligible to participate in all CAS member activities at member rates including:

- School, teacher and student recognition programs
- Student training programs offered by middle level committees
- Professional development workshops, seminars, annual conferences, retreats and institutes sponsored by the **middle level board** ~~association~~, the Center for Early Adolescent Educators and the Connecticut Principals' Center
- Participation on standing and ad hoc committees established by the **board** ~~association~~

Members will also receive CAS publications including, but not limited to, the CAS Bulletin, Impact, Student Activities Board of Control publications, CAS Handbook and CAS Directory.

Members may enroll their schools in the Connecticut Association of Student Councils and the Connecticut Association of National Honor Societies.

Teachers in member schools may join the Center for Early Adolescent Educators at the CAS member rate.