

GEORGIA ASSOCIATION
OF
MIDDLE SCHOOL PRINCIPALS
CONSTITUTION

ADOPTED OCTOBER 28, 1998
REVISED MAY 1, 1999
REVISED APRIL 17, 2003
ADOPTED July 15, 2003
REVISED November 8, 2004
REVISED July 14, 2009
REVISED February 1, 2010
Revised July 2011

CONSTITUTION

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Preamble

To promote the cause of middle grade education in the public schools in the State of Georgia, to advance the interest of members of the profession, and to develop within the administration group the highest level of professional practices, the Georgia Association of Middle School Principals adopts the following Constitution:

ARTICLE I

The name of this association shall be the Georgia Association of Middle School Principals (GAMSP).

ARTICLE II

The Georgia Association of Middle School Principals reserves unto itself the following powers:

- Section 1. to act as a group to represent the best interest of the middle grades administrator in the state of Georgia;
- Section 2. to affiliate itself with the Georgia Association of Educational Leaders (GAEL)
- Section 3. to accept or reject the actions of the Executive Committee of GAMSP on any and all matters, and to take action on matters ordinarily reserved for this group, and;
- Section 4. to make recommendations to the State Department of Education, Legislature, or any other organization, on matters pertaining to the interests of middle grade administrators.

ARTICLE III (Membership)

- Section 1. The members of the Association shall be in five categories: (a) active, (b) associate, (c) honorary (d) retired, and (e) institutional. The membership year shall be from July 1 through June 30, consistent with the GAEL membership year. All persons and institutions paying dues after July shall be members for that membership year. Membership is effective upon receipt of payment of dues.
- Section 2. Active membership is for members who are state certified administrators (principals, assistant principals, administrative assistants, central office administration, curriculum directors, and other administrative team leaders)

actively engaged in the administration of schools with grades 5 – 8, or any combination of these grades. Active members may vote, serve as an elected or appointed officer, receive official publications of the association, attend professional meetings of the Association, and avail him/herself of any services the Association may provide.

- Section 3. Associate membership is reserved for individuals who are not eligible for active, honorary, or retired membership, but who are in harmony with the Association and who pay the designated dues. Associate members shall be entitled to all privileges of the Association, except the right to hold office.
- Section 4. Honorary membership is in recognition of distinguished service to the Georgia Association of Middle School Principals. There are no dues for honorary membership.
- Section 5. Retired membership shall be open to any administrator who has retired from active employment. Dues for retired members shall be one-half the regular amount. Retired members shall be entitled to all rights, privileges, and responsibilities of the Association.
- Section 6. Institutional Membership shall be available to schools whose students are in grades 5 – 8, or any combination of these grades. The membership shall be held in the name of the school. The school will designate a person, who meets the qualifications for Active Membership, to be the Contact Person for the school. Should the Contact Person no longer a) be employed at the school or b) meet the Active Member qualifications, the school shall designate a replacement. The contact person will be accorded Active Membership status and represent the school at association meetings and receive association correspondence and materials. Institutional membership dues shall be the same amount as Active Membership.

ARTICLE IV (Officers)

- Section 1. The membership shall elect all officers and transact all business of the association.
- Section 2 a. Officers shall be President, President-elect, Immediate Past President, Secretary/Treasurer, and GAEL Board of Directors Member-at-Large Representative. The Executive Committee shall consist of these officers and shall be empowered to make recommendations to the membership.
- Section 2 b. All GAMSP officers must be current members of GAMSP and GAEL.

- Section 3 a. The terms of office shall be for one year for the President-elect, the President, the Immediate past President and the Secretary/Treasurer. The President-elect shall become President, the Immediate past President shall serve as an advisor to the President for one year.
- Section 3 b. The GAEL Board Member-at-Large will be elected for a three-year term.
- Section 3 c. The President may appoint a Parliamentarian, sixteen district directors, and other directors to assist with GAMSP. All officers and directors must be current members of GAMSP and GAEL.
- Section 4. District Directors shall be from sixteen districts of the state (Districts 1-16).
- Section 5. The Representatives of GAMSP to the GAEL Board of Directors shall be the President, President-elect, Immediate Past President, and a GAEL Board Member-at-Large elected from the Association.
- Section 6. Vacancies in offices shall be filled by the Executive Committee.
- Section 7. Any officer who fails to perform his/her duties and/or fails to attend three consecutive meetings of the officers shall forfeit his/her position. Should an executive officer of the Association change employment positions such that the nature of his/her responsibilities is no longer compatible with the purposes of the Association, then the officer should tender his/her resignation from the executive position. The executive board may accept the resignation or allow the officer to continue serving in that capacity at its discretion.

ARTICLE V (Duties of Officers)

- Section 1. The President shall (1) preside at all meetings of the Association, (2) preside at all Executive Committee meetings, (3) appoint all committees not otherwise provided for, (4) serve as ex-officio member of all committees unless otherwise prohibited, (5) provide liaison to other organizations, (6) authorize all expenditures from the treasury, (7) perform any and all duties delegated by the Executive Committee or membership, (8) organize the Summer Conference, and (9) serve on the GAEL Board of Directors during the term of office.
- Section 2. The President-elect shall (1) perform the duties of the President in his/her absence, (2) fill the office of President if a vacancy occurs, (3) assist in organizing the Fall Conference, (4) serve on the Membership Committee; (5) perform any and all duties as requested by the President, and (6) serve on the GAEL Board of Directors during term of office.

- Section 3. The Immediate Past-President shall (1) serve as an advisor to the President for one year, (2) serve as chairman of the Budget and Finance Committee, (3) perform any and all duties as requested by the President or Executive Committee, (4) serve as chairman of the District Directors, (5) serve as chairman of the Nominating Committee, and (6) serve on the GAEL Board of Directors during the term of office.
- Section 4. The Secretary/Treasurer shall (1) keep all records of all official proceedings of the Association, (2) carry on correspondence of the Association as directed by the President, (3) perform any and all duties as requested by the President or Executive committee, (4) file with the Executive Director of GAEL, pursuant to guidelines, necessary records to be included in the archives, (5) work with the GAEL office to ensure proper receiving and receipting of all funds of the Association, (6) file all financial records of the Association at each Executive Committee meeting, at regular meetings of the Association, and at the request of the President, (7) serve as a member of the Budget and Finance Committee, (8) provide all records to be available to be inspected at the request of the President, or to the appropriate designated committee, (9) be bonded with fees paid by the Association as directed by the Executive Committee, (10) serve as membership chairman by coordinating membership information with the GAEL office and disseminating this information to the District Directors for follow-up action.
- Section 5. The District Directors shall (1) work within the geographic district from which each he/she is elected to promote the Association, (2) recruit actively members for the Association and, (3) perform any and all duties, as requested by the President and Executive Committee.
- Section 6. The Parliamentarian shall (1) serve at the pleasure of the President, (2) abide by the Constitution of the Association and (3) use Roberts Rules of Order, Revised, for procedure(s) not specifically covered in this Constitution.
- Section 7. Representatives from GAMSP to the GAEL Board of Directors shall represent GAMSP at all regular and called meetings of the GAEL Board of Directors. Reports of all action taken shall be provided to the Executive Committee of GAMSP and the membership as required.

ARTICLE VI (Election of Officers)

- Section 1. A Nominating Committee, of not less than three members selected by the President, shall submit a minimum of one name for each available office. This committee shall be named at the Summer GAEL Conference and shall give its report at the Fall Conference. Additional nominations may be received from the floor at the Fall Conference. If more than one candidate is nominated for any office, the Committee shall prepare a ballot with the names of all nominees, which shall be mailed to all GAMSP members not less than thirty (30) days prior

to the Winter GAEL Conference, and returned no less than ten (10) days prior to the Winter GAEL Conference. If no more than one name is nominated per position, the slate of officers shall be elected by acclamation and no ballot will be needed. Newly elected officers will be announced at the Winter GAEL Conference and installed at the Summer GAEL Conference. Officers will serve until the next Summer GAEL Conference.

ARTICLE VII (Meetings)

Section 1. The Association shall hold three meetings per year, with the Summer and Winter Conference to be concurrent with GAEL.

ARTICLE VIII (Amendments)

Section 1. This Constitution may be amended by the membership of the Association by: (1) a two-thirds vote of those present at a business meeting, provided the amendment has been provided to all Active and Institutional members via mail, fax, or Email at least thirty (30) calendar days prior to the business meeting when the vote is to be taken or (2) by mailing, faxing or Emailing the amendment to all Active and Institutional members and receiving a written response via mail, fax, or Email by the specified deadline with two-thirds of all Active and Institutional members in favor of the amendment.

ARTICLE IX (Dues)

Section 1. Dues for the Association shall be determined annually by the Executive Committee.

ARTICLE X (Committees)

Section 1. Committees may be established by the President and Executive Committee.

ARTICLE XI (GAEL President)

Section 1. Nominees for President of GAEL (every 5 years) shall be presented by the Nominating Committee in the appropriate year. Other nominations and election procedures shall follow the normal election process spelled out previously in this Constitution.

ARTILCE XII
(Funds)

Section 1. At the discretion of the Executive Committee, an agreement may be entered into with the GAEL office to receive, receipt, and disburse all funds of the Association. Financial records shall be furnished by the GAEL office for each meeting of the Executive Committee and the Association membership.

GEORGIA ASSOCIATION OF MIDDLE SCHOOL PRINCIPALS
POLICIES AND PROCEDURES

The policies and procedures enclosed herein have been adopted by the GEORGIA ASSOCIATION OF MIDDLE SCHOOL PRINCIPALS (GAMSP) Board of Directors to assist board members, officers, and members of the Association as they perform their official responsibilities for GAMSP.

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SECTION I. SERVICE DISTRICTS FOR THE SIXTEEN DISTRICT DIRECTORS

District 1—Pioneer RESA

District 2—Northeast Ga. RESA)

District 3—Central Savannah River RESA

District 4—Oconee RESA

District 5—Heart of Ga. RESA

District 6—First Dist. RESA

District 7—Okefnokee RESA

District 8—Costal Plains RESA

District 9—South West Ga. RESA

District 10—Chattahoochee Flint RESA

District 11—Middle Ga. RESA

District 12— Griffin RESA

District 13—West Ga. RESA

District 14—Metro RESA

District 15—NorthWest Ga. RESA

District 16—North Ga. RESA

SECTION II. DISTRICT DIRECTORS RESPONSIBILITIES

District directors will conduct follow-up efforts of those persons who have joined GAEL but have not joined the GAMSP organization. GAMSP will reimburse district directors for postage, mailing, and other expenses approved by the GAMSP president. The district directors should implement by April 30 of each year at least one conference, meeting, or workshop designed to promote and/or improve middle level education. All middle level administrators in the region would be encouraged to participate. The district directors should submit to the executive committee at the spring board meeting a written report of the district activities.

SECTION III. FALL CONFERENCE

The location of the Fall Conference will be determined by the Board of Directors. The Fall Conference may be a joint effort of the GASSP and GAMSP.

SECTION IV. RETIRED MEMBERS

Dues for retired members shall be one-half the regular amount. Retired members shall be entitled to attend the fall GAMSP conference each year with no registration fee required.