Constitution and Bylaws of the Howard County School Psychologists’ Association

Officers 2020-2021

President Keren Kreitzer
Secretary Ann-Marie Kasuda
Treasurer Maria Brickley
Membership Mary Nalepa
MSPA Liaison President or Designees

ARTICLE I – NAME

The name of the organization shall be the Howard County School Psychologists’ Association (HCSPA).

ARTICLE II – PURPOSE

The purpose of the Howard County School Psychologists’ Association shall be:

1. To promote the interests of children through school psychology as a science and profession. These interests shall be aligned with the schools’ goal of ensuring that each student meets or exceeds performance and achievement standards.
2. To sponsor and promote continuing professional development activities in the field of school psychology
3. To provide an opportunity for the exchange of ideas among members which would enable school psychologists to share resources, establish professional networks, and engage in professional collaboration
4. To establish a liaison and to encourage effective collaboration with other professions and professional agencies concerned with the education and well being of children
5. To encourage policies and procedures pursuant to the above purposes.

APPROVED January 15, 2020
ARTICLE III- MEMBERSHIP

The Association shall have the following classes of Membership: Active, Associate, and Student

1. The minimum standards for obtaining Active Membership shall be:
   a. Employment in the Howard County Public School System AND
   b. Certification as a School Psychologist in Maryland

2. An Associate Membership shall be open to any professional interested in school psychology who does not meet the requirements for active membership.

3. Student Membership shall be open to
   a. Any student enrolled in a college/university program in school psychology AND
   b. Currently enrolled as a practicum or internship student in Howard County Public Schools

4. Active members shall have full privileges of membership including the privilege of the floor, voting, and serving on boards and committees.

5. Associate members shall have privilege of the floor, but no vote. They may serve in any nonvoting capacity assigned by the President, with the approval of the Executive Board.

6. Student members shall have the privilege of the floor, but no vote. They may serve in any nonvoting capacity assigned by the President, with the approval of the Executive Board.

7. Annual membership dues shall be determined by the Executive Board and payable to the Treasurer.

8. All members of the Association are expected to maintain ethical standards of professional conduct as set forth by the Maryland School Psychologists’ Association (MSPA), National Association of School Psychologists (NASP), and American Psychological Association (APA).

9. Termination of membership shall be for:
   a. Non payment of dues for one fiscal year OR
   b. Resignation or retirement from the HCPSS or
   c. Resignation in writing

10. Reinstatement of membership shall be accomplished in the following manner:

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a. For a membership terminated due to non-payment of dues, reinstatement will be contingent on payment of dues for the current fiscal year.
b. For a membership terminated due to resignation, reinstatement will involve payment of dues for the current fiscal year.

ARTICLE IV – ORGANIZATIONAL STRUCTURE

1. The Executive Board of the Association shall consist of the officers and chairpersons of the standing committees.
2. Active members in good standing are eligible to serve on the Executive Board.
3. The officers of this Association shall include: President, Membership, Secretary and Treasurer.
4. The standing committees are as follows: Professional Development, Fundraising, Advocacy, and Recognition.
5. A designated representative shall serve as the liaison to the Maryland School Psychologists’ Association (MSPA Liaison).
6. Additional special or temporary committees may be appointed for a specified time and purpose as the Executive Board deems necessary.
7. The Membership/Nominations committee shall present a slate of at least two nominees for each office and shall procure the consent of the nominee before placing their names on the ballot.
8. Elections for officers shall be held by secret ballot. Balloting shall be completed by the last day of school or no later than June 30. A majority of the votes cast shall elect.
9. The term of office for elected officers shall be one year (July 1 through June 30). An officer may succeed himself/herself.
10. The officers and Executive Committee shall conduct the business of the organization between meetings.
11. Chairpersons of standing committees shall be appointed for one year and may be reappointed.

ARTICLE V- OFFICERS DUTIES

1. The President shall be the Executive Board Officer of the Association, shall preside at the meetings, and shall call special meetings as necessary or as directed by the membership, shall appoint committee chairpersons, shall choose to act as the MSPA Liaison or appoint the duty to another member, and shall be ex-officio member of all committees.
2. The Secretary shall keep the minutes and attendance of all meetings and shall perform other duties as are assigned.
3. The Treasurer shall be responsible for collecting dues, disbursing money, and keeping accurate records or all receipts and disbursements. The Treasurer shall furnish an annual financial report to the active membership. An independence review of the Associations’ financial records shall be conducted at the discretion of the Executive Board.

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ARTICLE VI- EXECUTIVE BOARD DUTIES

1. The Executive Board shall be responsible for conducting the business of the organization

2. The President shall appoint the Chairpersons for the Standing Committees.

3. The Executive Board may act for the Association on interim matters provided that they shall not take action binding upon the membership with relation to determining dues or compromising the nature or character of the Association.

4. The Executive Board may meet as often as the business of the Association warrants, but no fewer than one meeting a quarter (school year calendar).

5. The Executive Board meetings shall be open to all HCSPA members.

ARTICLE VII – QUORUM

A quorum for transacting business shall be:

1. For Executive Board meetings, a simple majority of the Officers and Committee Chairpersons, including the President

2. For the membership, a simple majority of the Active members, except on matters of the constitution when one half (1/2) of the Active members must be present or vote.

ARTICLE III- AMENDMENTS TO THE CONSTITUTION

1. Any Active member may present a proposed amendment, in writing, to the Executive Board. The Executive Board shall receive and consider the amendment for disposition.

2. It shall be the responsibility of the Executive Board to inform the membership about the nature and meaning of any proposed amendment.

3. A three fourths (3/4) vote shall be necessary to amend this Constitution provided that the number casting ballots constitute a legal quorum.

ARTICLE VIII (By-Laws)

Discretion of membership status in special cases rests with consent of the Executive Committee. Dues will be set by the Executive Committee with the consent of the membership.

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