

CSOTTE



**Constitution
of the
Middle School Educator Preparation Association
(MSEPA)**

Article 1

The name of this organization will be the Middle School Educator Preparation Association, an affiliate of the Texas Middle School Association.

Article 2

Section 1

The purpose of the MSEPA is to promote the preparation, development, and recruitment of beginning middle level teachers in Texas. This includes those in university-based preparation programs, alternative certification programs, and completing the induction year process.

Section 2

Avenues toward this goal may include but are not limited to

- Development of special session(s) for preservice teachers at the Texas Middle School Association annual conference
- Co-presentations at the TMSA conference with preservice teachers (i.e., professor and preservice teacher; mentor teacher and preservice teacher, etc.)
- Membership in MSEPA and TMSA
- Development of a recruitment network (i.e., at TMSA conference; on-line)
- Co-writing articles for the TMSA journal (i.e., professor and preservice teacher, mentor and preservice teacher, etc.)

Article 3

Board of Directors:

Section 1

Qualifications: All members of the board of directors must be active members of MSEPA and preferably of TMSA. Members of the Executive Board must be active board members of MSEPA at the time of election.

Section 2

The Executive Board will consist of officers of MSEPA.

A. President

- **Shall set and preside at all meetings of MSEPA**
- **Shall set the agenda for meetings**
- **Shall hold office for a term of two consecutive years**
- **Shall set conference program/sessions for working through the director**
- **Shall oversee the budget of MSEPA**
- **Shall appoint standing and ad hoc committees**
- **Shall represent MSEPA at professional meetings and functions**

B. President-Elect

- **Shall hold office for a term of two consecutive years**
- **Shall preside in the absence of the president**
- **Shall be responsible for membership, including the recruitment of new members.**
- **Shall be responsible for setting up and conducting the recruitment network to include a job fair at the TMSA conference and an on-line network**

C. Secretary

- **Shall keep the records of all meetings of MSEPA and report minutes of meetings to the Board of Directors**
- **Shall conduct correspondence as directed by the president or Board of Directors (i.e., keep up-to-date e-mail lists, etc.)**
- **Shall hold office for a term of one year**

D. Treasurer

- **Shall keep a record of the funds of MSEPA and shall certify or make such payments as authorized by the president or Board of Directors**
- **Shall maintain the official record of membership**

D. Director

- **Shall hold office for a term of one year**
- **Shall represent MSEPA at all board meetings and events of TMSA (i.e., function as the liaison with TMSA board)**
- **Shall be a past or present officer of MSEPA**
- **Shall be elected by the MSEPA Board of Directors**

Section 3

Board Members shall number 10, five of which shall be preservice or induction-year teachers and five of which shall be at-large members.

- **Shall be members of MSEPA**
- **Shall attend all scheduled board meetings of MSEPA**
- **Shall participate in MSEPA/TMSA conference activities**
- **Shall work on committees as assigned by the president**

Article 4

MSEPA will meet a minimum of two times each year, once at the TMSA annual conference and one during the fall semester of each year. Each meetings shall include an agenda, and board members in good standing shall be entitled to vote on items of business. The proceedings of the meeting shall be governed by the latest edition of Robert's Rules of Order.

Article 5

This constitution may be amended upon approval of two-thirds of the voting membership of the Board of Directors. Amendments shall be initiated either during a meeting of the Board of Directors or by petition to the president. The amendments must be read at two consecutive board meetings unless the board votes to waive this requirement due to the necessity of quick action. Such waiver must be agreed to by a two-thirds vote of the Board of Directors.

Article 6

Section 1

Membership in MSEPA is open to preservice through induction-year teachers, educator preparation faculty (university, region, and ACP program based), middle school mentor teachers, and middle school principals active in teacher education preparation.

Section 2

Membership dues shall be \$30, with \$25 going toward TMSA membership and \$5 toward MSEPA.

Section 3

Membership and fiscal year of MSEPA shall be from TMSA conference to the TMSA conference of the following year.

Article 7

Election of Officers and Board Members shall be held yearly at the MSEPA meeting held at the TMSA annual conference.

Article 8

At least two-thirds of the members of the MSEPA Executive Board and/or Board of Directors shall be present in order to constitute a quorum for a business meeting.

Article 9

The funds of MSEPA shall be disbursed in accordance with an annual budget approved by the Board of Directors. The president shall have the power to transfer unused balances from one item to another. At any regular meeting, the Board of Directors may make changes in the budget and may authorize the expenditure of funds to carry on the work and to meet the purposes and goals of the MSEPA. At each regular meeting the Treasurer shall make financial reports to the Board of Directors.