

**CONSTITUTION AND BY-LAWS OF THE TWENTY-FIVE YEAR
CLUB OF THE MINNESOTA ELEMENTARY SCHOOL
PRINCIPALS ASSOCIATION**
Revised November 2009

ARTICLE I
PURPOSE

The purpose of this association shall be to:

- 1) recognize individuals who have demonstrated career-long dedication to the principalship and to recognize individuals who have made outstanding contributions to education.
- 2) facilitate communication between MESPA and the Twenty-five Year Club,
and
- 3) promote, enhance and unify the professional spirit among members retired and those still engaged in the assignment of the principalship.
- 4) to engage in such other activities as may promote the social welfare of its members.

ARTICLE II
MEMBERSHIP

Sec 1 Qualifications for membership are:

- 1) The nominee must have served as a certified elementary/middle school principal or an assistant principal in schools for ten or more years and served as a practicing teacher and or administrator for a total 25 years or more.
- 2) The nominee must be a current paid-up member in the MESPA at the time of this nomination.
- 3) Any person retiring at the end of the school year with twenty-five years of qualifying service shall be eligible for membership in the Twenty-five Year Club at the following annual MESPA Institute providing the person has met the qualifications.
- 4) Annual membership dues will be reviewed and determined annually by the board.

Sec. 2 Nominees for membership should be submitted to the Twenty-five Year Club President no later than December 1st. MESPA communications, including division publications, should be utilized in seeking nominees for the Twenty-five Year Club.

Sec. 3 The Twenty-five Year Club Executive Board (described in Article IV) must act on each nominee submitted for membership into the Twenty-five Year Club.

Sec. 4 New members may be initiated in the Twenty-five Year Club during the banquet event at the annual MESPA Winter Institute.

Sec. 5 Other Leaves:

- 1) Military service, if it interrupts the nominee's duties as an elementary school principal, may be counted in the twenty-five qualifying years.

2) Maternity leave, if it interrupts the nominee's duties as an elementary school principal, may be counted in the twenty-five qualifying years.

3) A one-year sabbatical leave granted to an elementary principal on active duty shall be counted toward the twenty-five year membership after returning to the active principalship.

4) An active elementary principal granted medical leave shall have that time counted toward the twenty-five years of service after the return to the principalship.

ARTICLE III OFFICERS

Sec. 1 The officers shall be:

- 1) President
- 2) President-elect
- 3) Past-President
- 4) Secretary
- 5) Treasurer
- 6) Membership/communications chair
- 7) Volunteer coordinator

Sec. 2 Duties of the Officers:

1) The president will conduct all meeting of the Executive Board and the general membership and will communicate with MESPA in the interest of the Twenty-five Year Club. The president has the responsibility of appointing a nominating committee by September 1st.

2) The president-elect shall conduct meetings in the absence of the president and will conduct such business as is deemed necessary. The president-elect has the responsibility for the honors and awards.

3) The past-president shall conduct meetings in the absence of both president and president-elect.

4) The secretary shall record minutes of all meetings.

5) The treasurer shall collect such dues or assessments as may be deemed necessary for the proper conduct of business of the Twenty-five Year Club.

6) Membership/communications chair will maintain membership data and communicate 25-year club information to the members.

7) The volunteer coordinator will coordinate volunteer needs with the MESPA office.

ARTICLE IV

ANNUAL MEETING - ELECTIONS -DUES

Sect 1. An annual meeting shall be scheduled for the general membership of the Twenty-five Year Club during the MESPA Winter Institute.

Sec. 2 The executive board will meet when determined by the president.

Sec 3. Before September 1st, the Nominating Committee shall nominate candidates for each elective office. Elections will be held at the annual meeting during MESPA Winter Institute. Officers shall be elected for a term of one year.

Sec 4. The Executive Board may call other meetings of the members at a date and place it designates.

Sec 5. All members of the Twenty-five Year Club shall be notified by publication in the Quarterly/Advocate of the annual meeting of the club. Special meetings called by the Executive Board shall be preceded by written notification to all members of the association. All notices shall be sent to members at least ten days prior to the meeting.

Sec. 6. The quorum for all meetings of the members shall be the members in attendance at any designated meeting called by the Executive Board.

Sec 7. The use of proxies in voting shall not be permitted.

Sec 8. In the event of a vacancy in any office, The Executive Board shall appoint a special nominating committee consisting of three members. This committee shall identify candidates for the vacant office. Until the foregoing process shall fill the vacancy, the President or the Past-president shall appoint an individual to carry out the duties of the position. Elections will be held at a general meeting.

ARTICLE V

GENERAL

Sec. 1 Awards and Honors:

Each nominee for the Twenty-five Year Club shall receive an identifying pin and framed award stating the name of the nominee.

Sec. 2 These by-laws may be altered, amended or repealed at a general meeting of the twenty-five Year Club by a majority of those members present.

Sec. 3 At the discretion of the executive board, an outstanding contributions award may be awarded at the annual meeting.

Sec 4. An audit of the Twenty-five Year Club funds shall be conducted each year before the annual meeting.