

Asia Pacific School Psychology Association (APSPA)

CONSTITUTION AND BYELAWS



APSPA

Central Office, Tingkat 3, Manickavsagam, #1, Jalan Rahmat, 50350 Kuala Lumpur,
Malaysia.

Asia Pacific School Psychology Association

CONSTITUTION

Approved by the First Executive Committee held on 09.02.2019

Article I: Name

The name of the Association shall be the **ASIA PACIFIC SCHOOL PSYCHOLOGY ASSOCIATION (APSPA)**.

Article II: Head office

The Head office of the Association is stated in the Bylaws.

Article III: Duration

The Association shall exist in perpetuity.

Article IV: Vision and Mission

Assurance of easy accessibility of academic resources, development of skills for mental health and well-being in all children and youth for thriving in life.

Mission

The Asia Pacific School Psychology Association (APSPA) is a professional organization that supports and advocates for school psychologists to provide professional training to have a positive impact on school systems to improve academic skills, social-emotional functioning, and mental-behavioural health of all students.

Core Values

Integrity: APSPA is committed to high standards, ethical principles, social justice, honesty, fairness, and treating others with dignity and respect.

Diversity: APSPA honours individual, cultural, and other contextual differences in our own interactions as they shape students' development.

Collaboration: APSPA collaborates with other organizations, agencies, and others to develop common concern.

Excellence: APSPA promotes high standards of service delivery and resource deployment.

Purposes

- To serve the educational and mental health need of all students
- To provide opportunities for the professional growth of school psychologists
- To provide professional training to meet the specific demands of the particular country as well as the global needs in general.
- To popularize the services and practices of psychology in the schools among the public
- To advance the standards of the profession of school psychology
- To cooperate with other agencies, offices, and organizations on subjects of common concern
- To promote School Psychology Services in the Asia Pacific Region

Article V: Membership

Membership provisions are stated in the Bylaws.

Article VI: Executive Committee

The Executive Committee shall consist of seven members of the Association. Any decision of four members of the Executive Committee shall form quorum. In addition, each country secretary nominated by the Executive Committee shall represent the meeting of the Executive Committee. Procedures for electing or appointing members of the Executive Committee are stated in the Bylaws.

Article VII: Office Bearers

The officers of the Association shall be the President, the President-Elect, the Immediate Past-President, the Secretary, Vice-Presidents, Joint Secretaries and the Treasurer. The procedure for their election and terms of office are stated in the Bylaws.

Article VIII: Dissolution of the Association and dedication of funds

1. All assets of the Association shall be permanently dedicated to the purposes set forth in Article IV of the Constitution. No part of these funds shall be distributed to members of the Association.

2. In the event of dissolution of the Association, any funds remaining after payment of all debts shall be distributed to one or more international non-profit organization that hold goals similar to those of APSPA. Such organizations will be selected by the Executive Committee.

Article IX: Amendments to the Constitution

Articles of the Constitution may be amended by a two-thirds vote of Association members who return correctly marked ballots.

The Bylaws specify the process for amending the Constitution.

Article X: Amendments to the Bylaws

Bylaws of the Association shall be amended by majority vote of Association members who return correctly marked ballots. The Bylaws specify the procedure for amending the Bylaws.

APSPA BYLAWS

Article I: Membership

1. Membership Categories

There shall be three categories of membership: Life Members, Honorary Life Members, and Associate Members.

Life Members are persons fully trained to function as school psychologists in their own countries at institutions recognized by their national or state authority. Life Members have voting rights and may stand for office bearer in the Association.

Honorary Life Members enjoy the same privileges as Members, but do not have to pay membership fees. The executive committee describes the criteria and procedure for awarding Honorary Life Membership from time to time.

Associate Members are persons not necessarily qualified school psychologists, but committed to the cause of psychological services in the schools and other institutions. Associate members are not eligible to vote or hold office.

2. Membership Dues and Contributions

- Life Membership dues shall be determined by the General Assembly upon recommendation from the Executive Committee.
- Life time/Annual dues for the calendar year are payable before January 1st.
- Members' names may be dropped from the membership and mailing lists after failing to pay dues for an entire calendar year.
- New members' dues received after October 1st shall be considered as dues for the following calendar year.

Article II: Newsletter

APSPA's newsletter shall be called Asia Pacific School Psychology Newsletter. It shall be published four or more times a year, as circumstances and funds permit. Each person on the membership list will be sent a soft copy of the newsletter.

Article III: Officers

1. All office bearers shall be members of the Association. Except for the President's office, in the event an officer's position becomes vacant during the term of office, the remaining Executive Committee shall appoint an acting officer to fill that vacancy until the election of a new officer at the first following formal election.

The President shall serve a three-year term of office, shall be responsible for and conduct the business of the Association in coordination with the Secretary and the Head Office, shall represent the Association at all formal functions or designate someone to represent the Association, and shall chair the Executive Committee and officially announce all meetings of the Association.

The President-Elect shall serve a three-year term of office and shall serve as the President of the Association, should the President be unable or unwilling to function, and shall assume the office of the President at the end of the President's term.

The Immediate Past President shall serve a three-year term of office and shall serve as the President of the Association should the President and the President-Elect be unable or unwilling to function. The Immediate Past President shall chair the Constitution and Bylaws Committee and the Nominations and Elections Committee.

The Treasurer shall serve a three-year term of office, be responsible for the receipt and disbursement of funds as authorized by the Executive Committee, prepare a proposal for the annual budget, and provide for an audit of funds.

The Secretary shall serve a three-year term of office, record and distribute the minutes of the Executive Committee and General Assembly meetings.

2. Office bearers of the Association may serve a maximum of six consecutive years in one or more elected offices. They may be nominated and stand for office again after not serving as an officer for three or more years.

3. Elections of office bearers shall be held among all eligible members as defined in the minutes of the executive committee. Call for nomination of officers shall be intimated through the newsletter three months prior to the election. Elections shall be held by postal ballot.

The Secretary, under the supervision of the Nominations and Elections Committee, shall be responsible for preparing the ballot, sending it to members, and counting the ballots. The Nominations and Elections Committee shall notify members of the result through newsletter after first informing the candidates personally of the results.

Article IV: Affiliate Organizations

Organizations with purposes, missions and goals similar to those of APSPA may become affiliates. The Affiliate Organization may be national, international and regional organizations that have at least 30% of their members as school psychologists, are eligible for Affiliate Organizations. The fee for affiliation shall be set by the Executive Committee and found in the APSPA Guidelines. Affiliate Organizations shall have one vote in the affairs of APSPA.

The executive body of an Affiliate Organization shall inform the APSPA Secretary of the name of the member having the authority to represent the Organization at the

General Assembly. This shall be done in writing and remain in effect until a written amendment is made.

Article V: The Executive Committee

The members of the Executive Committee constitute the officers of the Association. The Executive Committee shall be responsible for overseeing the day-to-day operation of the Association. The Executive Committee can meet during the annual or twice a year or through online.

Article VI: The General Assembly

The General Assembly is responsible for approving the policies and budget of the Association. It is made up of the Executive Committee, Members, Honorary Life Members, and representatives from Affiliate Organizations. The General Assembly will convene during the Colloquium. The President will preside at the meeting. Motions before the General Assembly are decided by a majority vote of those present. Should a situation arise that may have serious consequences for the Association at times when the General Assembly cannot be convened, the President, with the concurrence of at least two other members of the Executive Committee, may declare an emergency and submit a postal ballot to the membership. The majority vote of those returning postal ballots shall be binding. A postal ballot will be used to vote on policies and budgetary issues upon the approval of at least three members of the Executive Committee or one-fourth of the voting members present at the General Assembly. Quorum for the General Assembly is ten members present.

Article VII: The Colloquium

1. The convention or annual meeting of the Association will be called a Colloquium. It shall be held either every year or every alternate year, depending upon a vote of the Executive Committee. The theme of each Colloquium shall be of general interest to practising school psychologists throughout the world.
2. The President shall appoint the Colloquium Coordinator. As chairperson of the Colloquium Committee, he/she is responsible through the Secretary to help organize colloquia with the Local Organizing Committee.

Article VIII: Committee Structure

Standing committees, task forces, and interest groups shall assist the Executive Committee in conducting the effective functioning of the Association. The operation guidelines define the roles and functions of the standing committees, task forces, and interest groups.

Article IX: Constitutional and Bylaw Changes

The Constitution and Bylaws may be amended only by postal ballot. A proposed amendment shall be discussed at a General Assembly and no later than 120 days thereafter a postal ballot shall be held among all eligible members. The Secretary, under the supervision of the Constitution and Bylaws Committee, shall be responsible for preparing the ballot, sending it to members, and counting the votes. The Secretary shall notify the Constitution and Bylaws Committee of the results in a timely fashion, and the Committee shall notify the members of the results through APSP Newsletter. The date upon which the changes become effective will be indicated.

Article X: Financial Support

APSPA accepts voluntary contributions from individuals, organizations, corporations, and other entities. All contributions will be acknowledged by mail by the Secretary. Individuals, businesses, firms, industries, and other organizations that contribute funds above a threshold amount established by the Executive Committee shall be identified as Patrons. Their names shall be reported to the General Assembly by the Treasurer.

Article XI: Head Office

The street and e-mail address of the Association together with its telephone numbers shall appear on the Association's letterhead and other official documents and publications. The Executive Committee is authorized to determine the location of the Association from time to time. The current address of the Association is: APSPA

Central Office, Tingkat 3, Manickavsagam, #1, Jalan Rahmat, 50350 Kuala Lumpur, Malaysia.

The Constitution and Bylaws of ASIA PACIFIC SCHOOL PSYCHOLOGY ASSOCIATION (APSPA) are approved by first Executive Council; it will be placed and are approved by the First General Assembly to be held at Pandit Deendayal Petroleum University, Gandhi Nagar, Gujarat, India on 13th November 2019.