

## CONSTITUTION AND BY-LAWS OF THE

### **WYOMING PUPIL TRANSPORTATION ASSOCIATION**

P.O.BOX 44, Cheyenne, WY 82007

#### **CONSTITUTION/BYLAWS**

##### Article A-I

Name: The name of this 501(c)(3) organization shall be:

WYOMING PUPIL TRANSPORTATION ASSOCIATION (WPTA)

##### Article A-II

Purpose: The purpose of the organization shall be to promote and maintain the highest level of safe and efficient transportation for the pupils of public schools and non-public schools, contracted carriers and other pupil transportation providers in the State of Wyoming.

##### Article A-III

Membership: Membership shall be employees of public and non-public schools, contracted carriers and other pupil transportation providers in Wyoming whose primary responsibility is the direction of all phases of pupil transportation provided by the district or other educational group using school buses; or their designees.

##### 1. Non-school Membership:

Any representative meeting the requirements set forth in the first paragraph of this section from an educational group (non-public school or group providing an educational

program) providing transportation in school buses meeting the most recent [Wyoming Department of Education's \(WDE\) Chapter 2 Rules – Rules for Minimum Standards for the Wyoming School Buses](#) may be a member of the organization.

2. WPTA will not be obligated to any entity regardless of membership status.

#### **Article A-IV**

Officers: An eight-member executive committee shall consist of the officers and three elected members (Directors at Large). These Officers will be current supervisors. The past President, or Board choice, shall be on the Board in an advisory, non-voting capacity as the Ex-Officio. The Directors at Large shall assist the officers in decision making relative to financial and operational matters of the association.

The officers of the organization shall be a President, a Vice-President, a Secretary, and a Treasurer.

##### 1. Term of Office:

Newly elected officers shall take office January 1<sup>st</sup> and serve for a term of four (4) years for the President, Vice-President, Secretary, and Treasurer and four (4) years for the Board of Directors. There will be no restrictions on term limits.

Elections for the President shall be held in a year that does not coincide with other elections. Elections for Director #1 and Secretary shall occur in the same year, elections for Director #2 and the Vice President in the same year, and elections for Director #3 and Treasurer will occur in the same year. Elections will be held every year.

##### 2. Election of Officers:

Officers shall be nominated/elected at a fall meeting by a majority vote of active members present, and take office the following January 1st. (See attached schedule)

### 3. Nominations of Officers:

Nominations of officers shall be presented to the membership present at the fall meeting. Nominations may also be made from the floor at the time of election at the fall meeting.

4. In the event of a vacancy, or lack of interest or nominees of an Officer or Board member, the board will appoint an active member of the WPTA to serve out the remainder of the term of that office, which may result in serving consecutive terms.

5. The Board of Directors are granted the powers, by majority vote, to expel any Director guilty of misconduct or failure to contribute.

### **Article A-V**

Meetings: The organization shall have no fewer than two (2) general meetings annually, such meetings to be scheduled whenever possible, at the direction of the President. During this meeting, items requiring decisions will be determined by majority vote.

Board meetings will count as official meetings only if they reach a quorum (4 voting members). If less than 4 voting members attend, the meeting will be called and rescheduled.

### **Article A-VI**

Administration: Robert's Rules of Order (Revised) shall govern this organization in all cases to which they are applicable and in which they are not in conflict with the adopted by-laws.

#### **Article A-VII**

By-Laws: Appropriate Bylaws to carry out the provisions of this constitution shall be adopted. They shall be reviewed on a regular (at least bi-yearly) basis, so that necessary amendments are made. This constitution shall be transparent to the membership and shall be archived yearly.

#### **Article A-VIII**

Amendments: This Constitution/By Laws may be amended at any regular meeting of the organization by a majority vote of the attending membership, provided that written notice of meeting has been sent to all members not less than ten (10) days prior to the date of such meeting.

#### **Article A-IX**

##### **Organizational**

Dissolution: In the event of the dissolution of the organization, no part of the organizations earnings or assets shall inure to the benefit of any of its members: the residual assets of the organization shall be distributed to one or more organizations which themselves are exempt as organizations described in sections 501 (c) (3) and 170(c) (2) of the Internal Revenue Code of 1986, or corresponding sections of any prior or future law, or to the federal, state or local government for exclusive public purpose.

#### **BY-LAWS**

##### **Article B-I**

Membership: The membership of this organization shall consist of all members in good standing:

1. Who are residents of the State of Wyoming.

2. Who are actively engaged in pupil transportation for Wyoming schools or other educational groups.
  
4. Schools or other educational groups that have paid \$5.00 per licensed bus as an annual membership fee.
  
5. Who do not have outstanding balances for 120 or more days.

## **Article B-II**

### Duties of Officers:

#### 1. President:

a. The President shall preside at meetings and shall be an ad-hoc member of all committees. They shall also be the liaison member between the organization and the State Department of Education, the Wyoming Safety Council, the Highway Department, the Wyoming Highway Patrol and the Wyoming Association of School Business Officials, and any other entity involving Wyoming pupil transportation.

#### 2. Vice-President:

a. In the absence of or by reason of the inability of the President to perform his duties, the Vice-President shall assume the duties and responsibilities of the President.

#### 3. Secretary:

a. The Secretary shall keep minutes of all meetings of the organization, read such notes if requested, issue notices for meetings, and complete correspondence on behalf of the organization. All minutes, notices and correspondence shall be maintained in the board documents and archived yearly.

4. Treasurer:

a. The Treasurer shall supervise the administration of all funds and securities of the organization and shall keep an account of these transactions based on the calendar year.

b. The Treasurer shall collect dues from the members and provide an up-to-date list of paid-up memberships to the President. All documents shall be maintained in the board documents and archived yearly.

**Article B-III**

Meetings: The fall meetings of the WPTA shall be rotated among the home districts represented in the membership that have expressed the desire to host a meeting.

1. The place of meeting will be determined by the Officers.
2. The date and time for all meetings will be determined by the Officers.

**Article B-IV**

Committees: The WPTA board will appoint committees as necessary, which may consist of non-board members, to plan and oversee conferences, meetings and other functions.

Adopted (10-08-71) Organizational meeting.

1st Amendment (3-19-77)

2nd Amendment (2-23-80)

3rd Amendment (12-5-81)

4th Amendment (10-2-85)

5th Amendment (6-13-91) (corrected 10-10-91)

6th Amendment (6/96)

7<sup>th</sup> Amendment (4/2003)

8<sup>th</sup> Amendment (5/2/2007)

9<sup>th</sup> Amendment (4/29/2009)

10<sup>th</sup> Amendment (4/20/2011)

**11<sup>th</sup> Amendment (Spring meeting Date 2023)**