



WISCONSIN FAMILY AND CONSUMER EDUCATORS CONSTITUTION AND BY-LAWS

Aug. 2023

ARTICLE I Organization Name

The name of this organization will be Wisconsin Family and Consumer Educators, (WFCE).

ARTICLE II Purpose and Objectives

The purpose of this organization will be to promote Family and Consumer Sciences. The organization is organized exclusively for educational purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code.

Further objectives of this organization are to:

- A. Strengthen Family and Consumer Sciences.
- B. Join with others to support common issues.
- C. Encourage and assist in professional development activities for Wisconsin Family and Consumer Sciences teachers.
- D. Encourage policies and programs beneficial to Career and Technical Education including Family and Consumer Sciences.

ARTICLE III Membership

Section I

Active membership in this organization is open to anyone who is currently teaching or who has previously taught Family and Consumer Sciences.

Section II

Associate membership is open to anyone committed to Family and Consumer Sciences. Associate members will not vote nor hold office. For example, CESA Staff, CTE Director, Business partners, LVEC, Extension Agent, etc.

Section III

Student membership in this organization is open to any student enrolled in Family and Consumer Sciences Education at an accredited college or university. Student members will not vote or hold office.

Section IV

The payment of annual dues will entitle one to active, associate or student membership from July 1 through June 30. The dues will be at the rate identified on the annual membership form.



ARTICLE IV: Officers, Executive Board and Council

Section I

Elected officers of this organization will be active members as outlined in Article III Membership Section I

Section II

Elected officers will be President, Vice President, Vice President Elect, Secretary, Treasurer and Reporter.

Section III

A. Terms of Office will be as follows:

- a. The President will serve a two year term to be elected in odd number years.
- b. The Vice President will serve a one year term elected after serving a year as Vice President Elect.
- c. The Vice President-Elect will serve a one year term elected each year.
- d. The Secretary elected in odd numbered years will serve a two year term.
- e. The Treasurer elected in even numbered years will serve a two year term.
- f. The Reporter elected in even years will serve a two year term.
- g. The term of incoming officers will begin at the end of the annual conference.

Section IV

The Executive Board will consist of the present officers, and a Wisconsin Department of Public Instruction (DPI) Family and Consumer Sciences Consultant, as an ex-officio member.

Section V

The Council will consist of: the Executive Board; a member who is an elected representative(s) from each CESA region, and one individual who is a Family and Consumer Sciences Educator.

- A. The representative(s) from each CESA will be elected by the members of that Region or appointed by the Executive Board for a two year term.
- B. The even numbered CESA Representatives will be elected at the annual conference of the even numbered years and the odd numbered CESA Representatives will be elected at the annual conference of the odd numbered years.
- C. Power to vote will be as follows: one vote for each Executive Board officer and one vote per CESA region.

ARTICLE V Duties of the Officers

Section I

The President will:

- A. Direct the organization throughout the term of the office



- B. Coordinate activities of the Executive Board, the Council, and the membership, to achieve the objectives of the organization.
- C. Preside at meetings of the Executive Board, the Council and the Annual Meeting.
- D. Speak for the organization on matters relative to the stated objectives.
- E. Provide leadership and direction for WFCE Representatives.
- F. Carry on general correspondence of the organization.
- G. Request ex-officio member appointments.
- H. Call special meetings as necessary.
- I. Appoint a member to complete and edit the newsletter. *(might need to change this in the constitution since we voted to add the "Reporter" office)*
- J. Serve as the Primary contact person/representative for WFCE with DPI and other professional organizations.
- K. Develop a Program of Work for a two year term of office to be presented to the Executive Board and to the members.
- L. Develop a budget for the following year to be presented to the Executive Board and Members at the Annual Meeting.

Section II

The Vice President will:

- A. Direct the formation of the program of the Annual Conference.
- B. Assist the President.
- C. Serve as President in the absence of the President.
- D. Act as site coordinator for the Annual Conference.

Section III

The Vice President Elect will assist in planning the annual conference with the expectation of being the Vice President the following year.

Section IV

The Secretary will:

- A. Keep accurate minutes of the proceedings of all meetings of the Executive Board, the Council and the Annual Meeting.
- B. Assist the President with correspondence.
- C. Act as a second signer for the WFCE Financial Accounts

Section V

The Treasurer will:

- A. Receive all money for the organization and keep an accurate account of all receipts and expenses.
- B. Pay all bills approved by the President and the Executive Board.
- C. Receive dues and maintain an accurate roll of members.
- D. Present records for an annual audit.



E. Work with the President and Vice President to create an annual budget.

Section VI

The Reporter will:

- A. Create the bi-annual, or more, newsletter to be emailed out to members via their provided email addresses
- B. Manage the WFCE Social Media outlets on a monthly basis

ARTICLE VI: Duties of the Executive Board

Section I

The Executive Board will execute the general policies determined by the organization in accord with the stated objectives.

Section II

The Executive Board will be vested with the authority to sit on behalf of the entire organization on matters demanding immediate attention.

Section III

The Executive Board will approve the budget, and will be empowered to authorize expenditures of funds within the approved budget.

Section IV

The Executive Board will approve appointments of liaisons to serve on the Council.

ARTICLE VII Duties of CESA Representatives

Section I

The CESA Representatives will:

- A. Serve as Coordinator of Family and Consumer Sciences related meetings and activities in the CESA.
- B. Identify and share concerns and problems of the CESA with the Council.
- C. Identify and recognize outstanding programs and activities.
- D. Facilitate communications between Family and Consumer Sciences personnel, other school and community personnel.
- E. Promote membership and networking within the CESA.
- F. Facilitate the annual yearly program of work approved by the Council.



ARTICLE VIII Duties of the Council

Section I

The Council will finalize the yearly program to help achieve the stated objectives.

Section II

The Council will form a communication network within the membership to disseminate and receive information pertinent to the stated objectives of the organization.

ARTICLE IX: Meetings

Section I

The Executive Board will meet as scheduled by the President.

Section II

The Council will meet when requested by a majority of the Executive Board or when requested by a majority of the Council.

Section III

There will be an annual meeting of the membership and the date of the annual meeting will be determined by the Executive Board and/or the Council.

Section IV

The dates of the fiscal year will be July 1st to June 30th.

ARTICLE X: Parliamentary Authority

“The rules contained in the current edition of Robert's Rules of Order shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Organization may adopt.”

ARTICLE XI: Election of Officers

Section I

- A. A Nominating Committee will be appointed by the president with the approval of the Executive Board. The committee will consist of a minimum of four members.
- B. A Nominating Committee will select candidates for both the Executive Board and Council of this organization from the active membership of licensed and/or retired elementary/secondary Family and Consumer Sciences Education teachers.
- C. The Nominating Committee will present a recommended slate of candidates to the Executive Board approximately 30 days before the date of the ballot vote.



Section II

The election of officers and CESA representatives will be by ballot vote. In the event of single candidates for all positions, elections may be held by approval of a full slate of officers by membership at the annual meeting.

ARTICLE XII: Vacancies

In the event that vacancies occur in an office, elected or appointed position, these vacancies will be filled by a majority vote of the Executive Board. Such appointments will expire at the end of the current term of the office or position.

ARTICLE XIII: Dissolution

Upon the dissolution of the Association, the Association shall, after paying or making provision for the payment of all liabilities of the Association, dispose of all the assets of the Association exclusively for the purposes of the Association in such manner, or to such organization or organizations organized and operated exclusively for educational purposes as shall at the time qualify as an exempt organization or organizations under section 501(c) (36) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Association is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XIV: Amendments

This constitution may be amended at any annual meeting by a two-thirds vote of the members present, providing that the proposed amendment has been presented to the Executive Board 60 days prior to the annual meeting, and is made available for membership on the website 30 days prior to the annual meeting.

Revised July 1995, Revised August 2007, Revised August 2008, Revised August 2009, Revised August 2023