



WFCE POLICY

Approved Aug. 2024

ARTICLE I Name of the Organization

The organization was modified in 1995 from Wisconsin Home Economics Elementary and Secondary Education (WHEESE-1979) to Wisconsin Family and Consumer Educators (WFCE)

ARTICLE II Purpose of the Organization

Activities and actions of the organization ought to reflect/promote the Work of the Family approach to Family and Consumer Sciences in Wisconsin. If we are to strengthen programs PK-12, this can best be accomplished by promoting work of the family through action and practice.

ARTICLE III Membership

Section I

First year FCS teachers will be granted one year of free membership.

ARTICLE IV Officers, Executive Board and Council

Section I

Elected officers will be President, Vice President, Vice President Elect, Secretary, Treasurer and Reporter with terms of office described in the Constitution and By-Laws with the addition of:

- a. The Vice President-Elect will serve a one year term elected each year, with the expectation of becoming the Vice President the following year.

Section II

When any action occurs in the name of the WFCE organization, it must be upon the approval of the executive board.

- a. The council or executive board must be notified 7 days in advance of a proposed co-sponsored event to evaluate program goals and financial agreements to determine if they are consistent with WFCE.

ARTICLE V: Duties of Officers

Section I

President will follow duties listed in the Constitution and By-Laws, along with:

- a. The president will chair the nominating committee
- b. See [Appendix A](#) for additional details

Section II

The Vice President will follow duties listed in the Constitution and By-Laws, along with:



- a. Form a committee to plan and execute the annual conference
- b. Conference planning document can be found as [Appendix B](#)

Section III

The Vice President Elect will:

- a. Assist in planning the annual conference, with the assumption of planning the conference the following year as the Vice President.
- b. Conference planning document can be found as [Appendix B](#)

Section IV

The Secretary will follow duties listed in the Constitution and By-Laws, along with:

- a. See [Appendix A](#) for additional details

Section V

The Treasurer will follow duties listed in the Constitution and By-Laws, along with:

- a. Writing checks to officers for mileage to meetings after completing [Appendix D](#)
- b. See [Appendix A](#) for additional details

Section VI

The Reporter will follow duties listed in the Constitution and By-Laws, along with:

- a. Details within [Appendix C](#)

ARTICLE VI Duties of CESA Representatives

Section I

- a. CESA Representatives are expected to plan and execute one or more CESA wide meetings based on the Program of Work
- b. Provide support for FCS teachers in their CESA
- c. Identify and recognize outstanding programs and activities and share with the Reporter.

ARTICLE VII Meetings

Section I

Executive board meets a minimum of four times a year.

Section II

Officers will be reimbursed for mileage on a personal vehicle according to the current IRS charitable organizations rate. A reimbursement form needs to be submitted to the treasurer prior to the meeting. This is found on [Appendix D](#).



Section III

WFCE will waive the WFCE annual conference registration fee for the vice president and vice president elect if they complete all expected duties found in [Appendix B](#).

Section IV Conference and Workshop Refund Policies

A full refund will be granted upon notification on or before the registration deadline. No refunds will be given after the registration deadline.

ARTICLE VIII Election of Officers

Section I

- a. The nomination committee shall consist of the president, serving as chairperson, the odd or even numbered CESA Representatives serving their first year of the two year term, and others, as deemed necessary, that are appointed by the president
- b. The president will contact the nomination committee requesting possible officer candidate names.
 - i. The nominating committee will present a recommended slate of candidates to the executive board, in a timely fashion, before the date of the ballot vote.
 - ii. There should be a minimum of four names submitted for approval for open positions. Nominee's membership should be checked for accuracy.
 - iii. The nominating committee will contact each candidate requesting permission to place their name on the ballot and ask them to complete a professional profile data sheet to be returned with their acceptance.
 - iv. A slate of officers is developed from this list and presented to the council at the summer council meeting.
- c. Each individual CESA will submit their candidate to the council at the summer council meeting.
- d. Newly elected officers shall be requested to complete a news release data form. [Appendix E](#)

Section II

The election of officers and CESA representatives will be by ballot vote if there are multiple candidates for any one position. In the event of a single candidate for each open position a unanimous ballot can be cast by membership at the annual meeting.

ARTICLE IX Amendments

This policy may be amended by two thirds vote of the executive board or a majority vote of the council.