

# **WOMEN EDUCATION LEADERS IN VIRGINIA**

## **BYLAWS**

APPROVED November 12, 1999

### ***Revisions:***

March 23, 2005

March 12, 2010

## **ARTICLE I: STATEMENT OF PURPOSE**

The Women Education Leaders in Virginia (WELV), established in November 1998, is a non-profit organization including and serving women in all areas of education in Virginia. WELV is affiliated with the Curry School of Education at the University of Virginia.

The purpose of WELV is to bring together individuals to address issues related primarily to the concerns, interests, advancement, accomplishments, and special contributions of women in or aspiring to educational leadership. To accomplish this purpose WELV engages in conferences and workshops, electronic communication, networking, and research. The organization aims to reach (but is not limited to) women in education, pre-school through university, including faculty, administration, staff and degree candidates.

WELV recognizes the important work already undertaken by organizations such as Virginia Association of School Superintendents, Virginia Association of Supervision and Curriculum Development, and Virginia School Boards Association. Further, the organization intends to cooperate with and build on the strengths of these organizations and their initiatives. As a state-wide organization focused on women, it is the particular goal of WELV to support women in all areas of education and to promote and further the participation of women in higher levels of educational administration.

## **ARTICLE II: MEMBERSHIP**

1. Eligibility – Women who are engaged in pre-school through university education, as teachers, administrators, staff, researchers, or degree candidates are eligible for membership by completing a membership form and paying annual dues. No individual may be denied membership on the basis of race, national origin, religion, or sex.
2. All members have the right to vote and to run for office.
3. Dues – All members are assessed dues on an annual basis. The membership year begins the first of the month immediately following the annual conference and meeting and continues through the subsequent twelve months. Individuals may become members at any point and will be assessed the same dues whenever their particular membership commences.
4. A meeting of the membership will be held at the annual conference.

### **ARTICLE III: OFFICERS, BOARD, AND COMMITTEES**

1. The officers of WELV are: President, President-Elect, Vice President, Secretary, and Treasurer, and Past President.
2. President – The President provides leadership for WELV, sets the date and agenda for and presides at all meetings of the board, appoints all committees, with the President-elect co-chairs conference planning, is responsible to see that any necessary paid staff support (e.g., example, the conference coordinator) is secured. Term – one year.
3. Vice President for Organizational Expansion – The Vice President’s responsibilities include membership, mentoring programs, regional efforts, collaboration with other organizations, and marketing. She will also chair the nominating committee. Term -- one year.
4. President-elect – The President-elect co-chairs the conference planning and serves in place of the President as needed. Term – one year
5. Secretary – The Secretary takes minutes at all meetings and distributes them to the membership. Term – two years
6. Treasurer – The Treasurer collects dues, approves expenditures, handles financial transactions, maintains financial records, presents financial reports at board meetings, assists in the annual budget, and maintains a current membership list. Term – two years.
7. Past President – To provide leadership continuity, the year following her presidency, the past president will continue to serve as an officer on the board. Term – one year.
8. The board is composed of the officers, plus those individuals from the full membership who volunteer to serve on the board, which also functions as the Conference Planning Committee (requiring attendance at monthly meetings and involvement in subcommittee assignments).
9. The Nominating Committee appointed by the President, prepares a slate of officers to be approved of by the full membership each year at the annual meeting. The Nominating Committee will announce, not less than two months prior to the annual meeting, the time period within which they will receive nominations from the membership. The Nominating Committee also has responsibility, in unusual cases such as when an officer cannot fulfill the expected term, to recommend adjustments in the pattern of change over in offices.
10. Terms of office begin on the first of the month immediately following the annual conference and meeting and continue through the subsequent twelve months (or twenty-four months for two-year terms). Should the conference date shift to another time of year, creating a span of over a year between conferences, terms of office will continue through next conference.

#### **ARTICLE IV: AMENDMENTS OF BYLAWS**

Amendments of bylaws are initiated by the Board and approved at the annual meeting by a majority of the full membership present at the meeting. Amendments can be initiated by any member and, if approved by the board, must then be publicized to the membership at least one month prior to the annual meeting.