

BYLAWS OF THE VIRGINIA STUDENT COUNCILS ASSOCIATION
A COMMITTEE OF THE
VIRGINIA ASSOCIATION OF SECONDARY SCHOOL PRINCIPALS

ARTICLE I: NAME

The name of this VASSP committee shall be the Virginia Student Councils Association (VSCA).

ARTICLE II: SPONSORSHIP AND SUPERVISION

Section 1: As a committee of the VASSP, the VSCA shall be under the sponsorship and supervision of the Virginia Association of Secondary School Principals (VASSP).

Section 2: Organizations not affiliated with the Virginia Association of Secondary School Principals shall not participate in VSCA activities unless approved by the VASSP Board of Directors. The final governing authority for all actions of the VSCA shall rest with the VASSP Board of Directors.

ARTICLE III: OBJECT

The object of the VSCA shall be:

- a. to promote student leadership in the school community;
- b. to encourage the development of new student councils;
- c. to assist all student councils in becoming more effective organizations within their school, community, state, and nation;
- d. to help organize school, local, and regional student council associations;
- e. to provide assistance to student council members, advisers, and principals;
- f. to provide information on all phases of student council activities;
- g. to facilitate the exchange of ideas and experiences between state member schools and the National Association of Student Councils (NASC);
- h. to provide opportunities for students to practice the democratic process;
- i. to provide leadership training for student council members and advisers; and
- j. to provide a forum for student opinions on issues facing student leaders.

ARTICLE IV: MEMBERS

Section 1: All schools (K-12), public and private, in the Commonwealth of Virginia that have a student council, student government, or similar official organization are eligible for membership.

Section 2: The VSCA membership year for elementary, middle, and high schools shall coincide with the Division of Student Leadership (DSL) annual membership structure, September 1 to August 31.

Section 3: Annual dues shall be established and subject to change as recommended by the VASSP Executive Director, the VASSP Director of Student Leadership Services and the VSCA Committee. Annual dues shall be approved by the VASSP Board of Directors.

ARTICLE V: STRUCTURE OF THE ORGANIZATION

Section 1: The VSCA is an organization of member schools.

Section 2: The VSCA will utilize the organization of the Regions of the VASSP as a vehicle for securing appropriate school representation.

Section 3: The VSCA will be represented by the VSCA Advisory Committee comprised of the three (3) VSCA Officer Schools, nine (9) Regional Representative Schools, three (3) Representative Middle Schools and three (3) Representative Elementary Schools.

ARTICLE VI: OFFICERS

Section 1: The officer schools of the VSCA shall be President School , Vice-President School, and Secretary School.

Section 2: Definition: Offices of the VSCA shall be held by schools rather than individuals. Officer Schools, once elected, shall be represented on the VSCA Advisory Committee by a student representative and that school's student council adviser, or principal designee, who is a contracted Professional employee of that school's division and is covered by that division's liability policy.

Section 3: Election of Officer Schools shall take place at the Annual VSCA Convention.

Section 4: Qualifications for Officer Candidate Schools:

- a. A candidate school shall have been a member of VSCA the school year preceding its nomination and shall be a current member.
- b. A school may hold only one office at a time. A school shall not hold consecutive terms as the same officer school.
- c. The candidate school shall file, with the office of the VASSP Division of Student Leadership Services, a properly completed letter of intent form to run for office. This letter shall be submitted by the Principal of the school to the VSCA State Office at least sixty (60) days prior to the opening date of the Annual State Convention.

Section 5: The newly elected Officer Schools shall be installed immediately prior to the adjournment of the Annual Convention, and shall assume their duties immediately upon installation.

Section 6: Vacancies in an office shall be filled for the unexpired term through appointment by the VSCA Advisory Committee. If the VSCA Advisory Committee is unable to successfully fill any vacancy of an office, the VASSP Board of Directors may make the appropriate appointment.

Section 7: An Officer School whose representatives shall have been absent from two (2) consecutive regular meetings of the VSCA Advisory Committee or violates VSCA Code of Conduct shall automatically vacate the seat. The vacancy shall be filled as provided by these bylaws. The VSCA Advisory Committee may remove any officer for cause by a two-thirds (2/3rd) vote of the VSCA Advisory Committee present at any regular or special meeting.

ARTICLE VII: VSCA ADVISORY COMMITTEE

Section 1: There shall be a VSCA Advisory Committee consisting of eighteen (18) voting members: three (3) high school officer schools (President, Vice-President, and Secretary), nine (9) high school regional representative schools, three (3) middle level representative schools, and three (3) elementary level representative schools. Ex-officio non-voting members shall include two (2) VASSP representatives (to be appointed by the VASSP Board of Directors), the VASSP Executive Director and the Director of the VASSP Division of Student Leadership Services. The VASSP Executive Director shall appoint other ex-officio non-voting members as necessary.

Section 2: Election of Regional, Middle Level, and Elementary Level Representative Schools shall take place during the Annual Convention.

Section 3: Definition: representative positions of the VSCA Advisory Committee shall be held by schools rather than individuals. All Representative Schools, once elected, shall be represented on the VSCA Committee by a student representative and his or her school's SCA Adviser, or principal designee, who is a contracted Professional employee of the school system who is covered by school system's liability policy.

Section 4: Qualifications of Representative Schools

- a. A candidate school must have been a member of VSCA the school year preceding its nomination and shall be a current member.
- b. A school may hold only one office at a time. A school shall not hold consecutive terms as a representative school.
- c. The candidate school shall file, with the office of the VASSP Division of Student Leadership Services, a properly completed application to run for office. This application shall be submitted by the school's student council to the VSCA State Office at least sixty (60) days prior to the opening date of the Annual State Convention.

Section 5: To meet the Object as defined in Article III the VSCA Advisory Committee shall:

- a. advise the VASSP Division of Student Leadership Services and the VASSP Board of Directors concerning activities, projects, proposals, and needs of the VSCA;
- b. stimulate the study of issues and concerns of student council programs;
- c. suggest, coordinate, and report activities and studies of VSCA regions;
- d. serve as a discussion group for problems affecting the VSCA and its regions;
- e. recommend ways and means of unifying and coordinating effort and work with student council programs;
- f. as individuals, supervise and direct regional meetings for their respective regions;
- g. attend all regular and special meetings of the Board;
- h. review and approve all recommendations as provided in these bylaws for VSCA bylaw amendments.

Section 7: Any vacancy occurring on the VSCA Advisory Committee between annual meetings shall be filled by the VSCA Advisory Committee upon recommendation of the VASSP Director of Student Leadership Services or the VASSP Executive Director. If the VSCA Advisory Committee is unable to successfully fill any vacancy, the VASSP Board of Directors may make the appropriate appointments.

Section 8: A member of the VSCA Advisory Committee who shall have been absent from two (2) consecutive regular meetings of the VSCA Advisory Committee or violates VSCA Code of Conduct shall automatically vacate the seat and the vacancy shall be filled as provided by these bylaws. The VSCA Advisory Committee may remove any member of the VSCA Advisory Committee for cause by a two-thirds (2/3rd) vote of the VSCA Advisory Committee present at any regular or special meeting.

Section 9: The VSCA Advisory Committee or the VASSP Executive Director may establish an Executive Committee composed of the President School, Vice-President School, Secretary School, one middle and one elementary level school. Non-voting ex-officio members shall include the VASSP Executive Director, the Director of the VASSP Division of Student Leadership Services, and two (2) VASSP designated members. The VASSP Executive Director may appoint other ex-officio non-voting members as necessary.

Section 10: The VSCA Executive Committee may facilitate the operation of the organization in the interim between meetings of the VSCA Advisory Committee and to perform such other duties as assigned by the VSCA Advisory Committee or by the VASSP Board of Directors.

ARTICLE VIII: REGIONAL ORGANIZATION

Section 1. The VSCA regions correspond to the nine (9) VASSP regions as established by the VASSP Board of Directors.

Section 2: Regional Functions: Regional Representative Schools shall be responsible for fulfilling the duties prescribed in the policy section of these Bylaws. Such functions may include:

- a. The Regional Representative School shall preside over Regional Meetings which may be held at Regional Workshops, Summer Camp, and the Annual Convention.
- b. Regional Representatives shall coordinate leadership training activities within the region.
- c. Regional Directors and Representatives shall complete the work of the standing committee appointment as designated by the VSCA President.

ARTICLE IX: MEETINGS

Section 1: Regional meetings of the VSCA may take place at Regional Leadership Workshops or Area Leadership Conferences, during the Annual Convention, and in the summer during Summer Leadership Workshops. Any region may conduct additional meetings with prior notification to the state office as to the time and place of the meeting. Meetings of the VSCA Advisory Committee shall take place in the summer and winter. Additional meetings may be called by the VASSP Executive Director or the Director of the VASSP Division of Student Leadership Services.

Section 2: A quorum for all meetings shall consist of a majority of the number of voting delegates who have been registered as attending.

ARTICLE X: SUBCOMMITTEES

Section 1: The Subcommittees of the VSCA shall be: 1) Communications, 2) Programs, 3) Elections, 4) Resolutions 5) Awards, and 6) Convention.

Section 2: Ad-hoc Subcommittees will be formed when deemed appropriate by the VSCA President School and Director of the VASSP Division of Student Leadership Services. The VSCA President School, and Director of the VASSP Division of Student Leadership Services shall appoint members to serve on the committee(s).

ARTICLE XI: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Association 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 Association may adopt.

ARTICLE XII: AMENDMENT OF BYLAWS

Section 1: Amendments to the bylaws may be presented by: a VSCA member school student council or the VSCA Advisory Committee. In order to be presented by a VSCA member school student council, the amendment must pass the administrative body of that group by a two-thirds vote with

previous notice, and have the signature of the schools student council president, adviser, and principal. In order to be presented by the VSCA Advisory Committee, the amendment must pass the administrative body of that group by a two-thirds vote with previous notice.

Section 2: A proposed amendment shall be submitted in writing to the Director of the VASSP Division of Student Leadership Services at least 60 days prior to the date of the next scheduled VSCA Advisory Committee Meeting. The Director shall send a copy of the proposed amendment to all members of the VSCA Advisory Committee within 30 days after the above deadline. The proposed amendment shall be read at the above mentioned meeting. The proposed amendment shall be considered at the following regularly scheduled meeting of the VSCA Advisory Committee. The proposed amendment must be approved by a two-thirds vote of the VSCA Advisory Committee. All amendments must be approved by the VASSP Board of Directors.

Section 3: The VASSP Board of Directors may amend these bylaws at any regularly scheduled meeting of their Board.