

The WACPC Procedures listed below are not specified within the Constitution or Bylaws and are based on past practice of the WACPC Board.

Candidate Information Form

If any member is interested in running for a district representative, an at large appointment or to serve on a cheer or dance committee shall submit the form located on the website.

Candidacy for District Representative Positions:

1. Those choosing to run for District Representative positions shall submit a Candidate Information Form and submitted. The form will include a candidate's biography information and a statement as to why he/she would like to represent the members of his/her district. Details of duties and time requirements of District Representatives will be specified on the WACPC website.
2. A list of candidates running for District Representative positions, along with a short biography for each, will be posted on the WACPC website prior to the District Meetings.
3. Nominations for District Representatives may be taken from the floor at District Meetings.
4. Only paid members of WACPC may run for District Representative positions.
5. A candidate may ask the board for consideration of At Large positions if he/she is not elected to a District Representative position.

District Representative Election Procedure:

1. Ballots for the District Representative election will be distributed to paid members at check in at the District Meeting.
2. WACPC will not "hold" checks or payments; only members paid as of the date of the meeting may vote for the District Representative. There is no exception to this rule.
3. At the District Meeting, all candidates may give a brief speech to the attendees about their qualifications and why they would like to represent them on the WACPC board.
4. Ballots will be collected by an Executive Board member in attendance at the District Meeting. If an Executive Board member is not present at a District Meeting, the District Representative not running for election shall collect the ballots. Ballots will be collected and district representatives will be announced.
5. Absentee ballots must be submitted to the district representative prior to the district meeting. Absentee ballots are only to be used for those who were paid members as of the date of the District Meeting.
6. Following district meetings, district representative will report the election results to the secretary who will inform the board of directors.
7. Election results for District Representatives will be posted on the WACPC website.
1. At Large Members will be appointed at the fall board of directors meeting. The Executive Board shall notify Members of their **At Large appointments after the fall board meeting**. An At Large appointment is for two years.
8. Newly elected board members shall begin to attend scheduled board meetings immediately following elections or their appointment.

Committee Appointments:

2. WACPC Members interested in serving on a cheer or dance committee shall fill out a candidate information form and submit it prior fall board meeting. This form is located on the WACPC website
3. Per the provisions of the Constitution, the Executive Board shall appoint WACPC Members to committees. Committee members do not need to be on the WACPC Board.

4. Committee members shall be chosen based on need, expertise/role, and representation for each specific committee. Committee sizes should remain manageable.
5. Committee members that miss two or more meetings may be replaced with someone who is able to be a more active participant in committee work.
6. The Executive Board shall notify Members of their **committee appointments after the fall board meeting**. A committee appointment is for one year.