

## **Standing Rules of the Virginia Association for Pupil Transportation (VAPT)**

**The following are Standing Rules approved by the board as of June 20, 2010. These rules should be incorporated into the Procedural Manual for Committees and Officers or other documents to guide the board, officers, or committee members in their duties. The Procedural Manual and a list of Standing Rules should be posted on the website for easy access as well.**

Item 1 – Board and committee members will collaborate with state and local agencies and organizations to fulfill the mission and goals of the Association.

Item 2 - The annual conference should be held in the summer of each year.

Item 3 - Each of the eight regions as identified by the Virginia State Department of Education will be represented on the Executive Board.

Item 4 - Before each publication, the VAPT newsletter shall be reviewed by the President.

Item 5 - The outgoing President's gift shall be purchased by the Immediate Past President and presented at the Annual Conference.

Item 6 - The President and the Conference Chairman will each be provided with rooms. The cost of the rooms will be paid out of the Annual Conference budget, unless it is a room/suite compensated by the hotel. Any additional room/suite costs, as well as the use of any compensated room(s)/suite(s), must be approved in advance of their use by the Executive Board.

Item 7 - The annual Clyde W. Morris Scholarship(s) will be awarded by the Executive Board. The amount of the scholarship award(s), in addition to the number of scholarships, will be determined annually by the Executive Board.

Item 8 - All donations and interest earned from the investment account shall go into the operating account.

Item 9 - No member of the Association shall issue any public statement involving a policy of the Association or purporting to have the approval of the Association without first securing approval of the Executive Board.

Item 10 - Final site selection for the Annual Conference to be approved by the Executive Board based upon the evaluation of all received proposals.