

BY LAWS

THE BARBIERI SCHOOL PTO

ARTICLE I - NAME

- Section 1 The name of this Organization shall be
 The Barbieri School Parent-Teacher Organization.

ARTICLE II - OBJECTIVES

- Section 1 To promote the general welfare of the children
 in the home, school and community.
- Section 2 To secure adequate laws for the care and
 protection of our children.
- Section 3 To bring the home and school into closer
 relationship in order that parents and teachers
 may cooperate intelligently for the total well-
 being of the child.
- Section 4 To develop between educators and the general
 public such united efforts as well as secure
 for every child the highest advantages in
 physical, mental and social education.

ARTICLE III - PURPOSE AND POLICIES

- Section 1 The purpose of this Organization shall be
 educational and shall be developed through
 conferences, committees and projects.
- Section 2 This Organization shall be non-commercial,
 non-sectarian and non-partisan. Neither the
 name of the Organization nor the name of its
 officers in their official capacities shall
 be used in connection with a commercial
 concern or any partisan interest.
- Section 3 This Organization shall not seek to direct the
 administrative activities of the school or to
 control its policies. All matters concerning
 school policy shall be cleared through the
 Principal of Barbieri School.
- Section 4 This Organization may cooperate with other

Organizations of similar purpose active in child welfare such as conference groups or coordinating councils.

ARTICLE IV - MEMBERSHIP AND DUES

- Section 1 Any parent/guardian or teacher of a student enrolled in the Barbieri School who is interested in participating in this Organization may become an active member upon payment of dues as provided in Section 2 of this Article.
- Section 2 The dues shall be determined by vote of the Executive Committee on a yearly basis. This vote shall take place at the first meeting of the new school year.
- Section 3 The paid up member of the Barbieri School PTO is entitled to:
- a) Attend Executive Committee meetings,
 - b) Enter into discussion,
 - c) Be a candidate for Executive Committee Position.

ARTICLE V - OFFICERS AND THEIR ELECTION

- Section 1 The officers of this Organization shall consist of a President, Vice President(s), Secretary, Treasurer. These officers shall be elected by a majority vote of the members present at the annual spring meeting.
- Section 2 Nomination of candidates for office shall be made by a Nominating Committee consisting of five members - two of whom shall be the Principal and the President and three people from the general membership appointed by the President. A Chairperson shall be elected by the Nominating Committee from among its members at their first meeting. The office of Nominating Committee Chairperson shall be an Executive Committee position. Notice will be sent home by the Chairperson soliciting a list of possible candidates for each office as specified in Section 1, from the general membership. Consent of each candidate must be obtained before his/her name is placed in nomination. Additional

nominations may be made from the floor, provided the candidates give their consent prior to being placed for nomination.

Section 3 A vacancy in any Executive office shall be filled for the remainder of the term by an appointment of the Nominating Committee with the approval of the Executive Committee. Should the President vacate his/her office, a Vice-President will receive first consideration by the Nominating Committee.

Section 4 Each office shall run for a term of one year. No officer can be elected to the same office for more than two consecutive terms without the approval of 2/3 of the Executive Committee present at that meeting.

ARTICLE VI - MEETINGS

Section 1 At least two (2) general membership meetings of the Organization shall be held during the school year. Advance notice of these meetings stating time and date will be sent by bulletins issued through the school. Executive Committee meetings shall be held monthly or when necessary.

Section 2 Special meetings in addition to the regular meetings may be called by the Executive Committee.

Section 3 The privilege of making motions and voting shall be limited to Executive Committee members.

ARTICLE VII - EXECUTIVE COMMITTEE

Section 1 The Executive Committee shall consist of the President, Vice-President(s), Secretary, Treasurer, Past-President (optional), Principal of the School (or his/her representative), one teacher (elected by the teachers), and all Committee Chairpersons.

Section 2 The Executive Committee shall act as a policy making board and shall have general supervision of the Organization. Any expenditure of funds by the Organization shall first be approved by the Executive Committee.

- Section 3 A quorum of the Executive Committee shall consist of a majority of its members.
- Section 4 Attendance will be recorded at all Executive Committee meetings. This record shall be maintained by the Secretary.
- Section 5 The President shall have the power to create any committee as the need arises.

ARTICLE VIII - DUTIES OF OFFICERS

- Section 1 The President shall preside at all meetings of the Organization and of the Executive Committee, shall be a member ex-officio of all committees and shall perform all other duties usually pertaining to that office.
- Section 2 The Vice-President shall act as an aide to the President and shall perform the duties of the President in the latter's absence. Also, the Vice-President shall have the opportunity of becoming President the following year.
- Section 3 The Secretary shall keep an accurate and detailed record of all meetings of the Organization and of the Executive Committee meetings and shall perform such other duties as may be delegated to him/her. The Secretary shall keep a roster of current PTO members.
- Section 4 The Treasurer shall receive all monies of the Organization, shall keep an accurate record of receipts and expenditures and shall pay out funds only as authorized by the Executive Committee. The Treasurer shall present a concise but clear statement of the status of the monies at every meeting and when requested by the Executive Committee and/or Organization. A full report shall be made at the final Executive Committee meeting of the year.
- Section 5 The Treasurer's account shall be audited prior to the first Executive Committee Meeting of the following school year.

ARTICLE IX - AMENDMENTS

- Section 1 These By-Laws may be amended at any Executive

Committee meeting of the Organization by a two-thirds (2/3) vote of the members present and voting, provided notice of the proposed amendment has been presented in writing to the Executive Committee membership ten (10) days prior to the voting.

ARTICLE X - RULES

Section 1 "Roberts Rules of Order" shall govern the proceedings of the Organization, except where they appear in conflict with the By Laws set forth herein.

Date: 4/18