

Eagle Point / Holum Education Center Parent-Teacher Organization

Article I: Name

The name of this organization shall be the Eagle Point/Holum Center Parent/Teacher Organization (P.T.O.)

Article II: Objectives

1. The P.T.O. shall build a closer relationship between home and school so that parents and teachers may cooperate intelligently in creating the best possible learning environment.

Article III: Purpose

Section 1: The purpose of the organization is to supplement the educational experience of all students attending Eagle Point Elementary and Holum Center schools by:

- A. Providing a framework for coordinating fundraising and volunteer efforts to purchase instructional items and fund events, activities and school enhancements to enrich the learning experience that would not otherwise be provided by the school budget.
- B. Cooperating with the school to support the improvement of education in ways that do not interfere with the administration of the school.
- C. Providing a forum for interaction and understanding between parents, teachers, students and their families.

Article IV: Policies

1. The organization shall be supportive of the educational program and shall be developed through volunteer services, supplemental educational programs and fundraising projects.
2. The organization shall be non-commercial, non-sectarian, non-partisan and non-profit. It shall not endorse a commercial enterprise or candidate.
3. The organization shall seek neither to direct the administrative activities of the school, nor to control its policies.
4. The organization shall direct any grievances pertaining to the faculty, staff or educational programs through the proper channels of communication as established by the Board of Education.
5. The organization may cooperate with other organizations and agencies active in child education and welfare, such as conference groups or coordinating councils, provided its representatives make no commitments that bind the group it represents.
6. The Principal or his designee shall have the right to veto any activity that may not be considered in the best interest of the school.
7. No profits shall proceed to any officer or member of the organization. In the event of dissolution, the net assets, after payments of debts, will proceed to Eagle Point Elementary.

Section 2: This organization is organized exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any federal tax code.

Article V: Articles of Organization

The organization exists as an unincorporated organization of its members. Its Article of Organization comprises these by-laws, as from time to time amended, and its Article of Organization, if any. In the

absence of separate Article of Association, the by-laws shall be deemed to be the Article of Association. In the event of any conflict between these by-laws and the Articles of Association, these by-laws shall govern.

Article VI: Membership

All Eagle Point Elementary/Holum Center parents and/or legal guardians and staff are automatically members of the Eagle Point /Holum Center PTO. Mandatory dues are not required.

Article VII: Duties of Officers

Section 1: President. The President shall appoint officers to the Executive Board, preside at all meetings, prepare the agenda for meetings, form special committees, provide guidance in line with the stated purpose of each committee and appoint chairpersons for said committees, obtain the appropriate fundraising approvals, and shall in general, supervise and control all of the activities of the organization.

Section 2: Vice-President. The Vice-President shall perform the duties of the President in the absence of the President and in general, perform other duties as may be assigned by the President.

Section 3: Co-Vice-President- The Co-Vice-President shall perform the duties of the President in the absence of the President and in general, perform other duties as may be assigned by the President.

Section 4: Treasurer. The Treasurer shall be custodian of all funds of the organization, process deposits, receipts and disbursements, keep an accurate accounting of the financial activity of the organization and file all financial related documents of the organization. The Treasurer is an appointed position.

Article VIII: Special Committees

Section 1: The President and/or the Executive Board may create special committees. Special committees shall be created for a specific time and/or task and shall cease to exist when that time or task has been completed. The President shall appoint chairpersons of all Special Committees. The Chairperson shall report the plans and activities of the committee to the Executive Board, which must approve all such reports and activities.

Article IX: Meetings

1. The organizational year shall be from July 1 - June 30. Meetings are generally held monthly when school is in session. Special meetings may be called by the Executive Board or the Principal.
2. All meetings shall be held on the school premise with the time to be determined by the Co-Presidents and Principal.

Article X: Officers and Their Elections

1. The officers of the organization shall be President, Co-Vice Presidents, and a Treasurer.
2. The President and Co-Vice Presidents shall be elected for a two-year term or until a successor is elected. Elections will be held during the May PTO general meeting. If no members are nominated, the current officers will continue to hold their office until someone else expresses an interest, or they are no longer members of Eagle Point Elementary or Holum Center, or current officer is unable to complete their term.
3. Nominations for offices shall be at the May PTO meeting following the completion of a 2 year term. A majority of the attending members will constitute a quorum.
4. The Treasurer is an appointed position.

5. The Executive Board shall fill a vacancy occurring in an office.

Article XI: Executive Board

1. The Executive Board shall consist of the elected officers and designees.
2. Meetings of this Board shall be held when called by any member of the Executive Board to transact necessary business between monthly meetings.
3. The Executive Board will prepare an operating budget and make necessary revisions through out the school term. The President can authorize expenditure under \$100.00. Any expenditure above \$100.00 requires approval from the Executive Board.
3. Three members of the Executive Board constitute a quorum.

Article XII: Committees

1. Committees shall be created by the President with the approval of the Executive Board. The President shall appoint a chairperson or co-chairpersons for each committee.
2. The current chairperson will be allowed to continue to serve in that position, if that person so desires.
3. Chairperson of the school store is authorized for expenditures up to \$200.00 or the profit earned, whichever is less. Expenditures exceeding the profit earned require approval from the Executive Board.

Article XIII: Amendments

1. These by-laws may be amended at any regular meeting of the organization by a two-thirds vote of the members present, providing notice of the proposed amendment shall have been given at the previous meeting.
2. The Executive Board is responsible to review the by-laws every other year and submit any necessary revisions.
3. The P.T.O. has adopted the attached Articles of Association in order to comply with non-profit status.

Proposed Date: June 21, 2006

Adopted Date: July 12, 2006

Executive Board

Tammy Fairfield - Signature on File

Shawn Schroedl - Signature on File

Nettie Beyers - Signature on File

Shelley Bradshaw - Signature on File

