

OLD BYLAWS AND CONSTITUTION

Central School Home and Schools Association constitution

Article 1- Name

The name of this association shall be the Central School Home and school Association

Article 2-Purpose

The purpose of this association shall be to bring into closer relation the home and the school in order to achieve the educational aims and ideals for children.

The central school home and school association is organized exclusively for charitable and educational purposes, including, for such purposes, the making of donations to organizations that qualify as exempt organizations under section 501 (c3) of the internal revenue code, or corresponding section of any future federal tax code.

No part of the net earnings of central school home and school association shall insure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propoganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf 9of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carrier on (a) by an organization exempt from federal income tax under section 501 (c3) of the internal revenue code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c2) of internal revenue code, or corresponding section of any future federal tax code.

Article 3-General Membership

All teachers and parents (or guardians) of children attending Central School shall automatically be members. The members shall be asked for a voluntary contribution annually. At meetings of the general membership of association, each family shall have only one vote.

Article 4- Officers

Section 1- Executive Board

The Executive board of this association shall consist of the following officers: President or co-presidents, honorary vice-president, First Vice-president, Second Vice-president, Third vice-president, communications vice-president, secretary, treasurer, president emeritus, and Teacher representative(s). These titles shall denote the individual(s) holding these offices. Hereafter, reference to the president shall include co-president.

These officers, excluding the honorary vice-president, shall be elected for a one-year term commencing July 1st and ending June 30th of the following year. Officers are limited to two consecutive terms in a position and no more than four consecutive terms on the executive board. After a one-year term lay-off, an individual may return to the executive board.

The Principal of Central School shall serve as honorary vice-president. At least one but not more than two teaching staff members shall be chosen by the staff members to serve one-year terms.

Section 2 Election Procedure

Prior to the General HAS meeting in January, the president shall appoint a nominating chairperson who shall not be an officer on the Executive Board. The Nominating Committee shall be chosen by the chairperson and shall consist of four members: one member from the Executive Board, two members from the general membership and the principal. The Nominating Committee shall submit, in writing, the recommended slate of officers to the general membership at least two weeks prior to the election meeting. Additional nominations may be made from the floor at the election meeting providing the consent of the nominee has secured.

Section 3- Election and Installment-

The election of officers for the executive board shall take place at a regularly scheduled General HAS meeting no later than April 30th.

The installation of elected officers will take place prior to May Glen Rock Federated Council of Home and School Association meeting.

Article 5- Meetings

Regular meetings of the general membership of the Association shall be held throughout the school year at times scheduled by the president and the principal. There shall be a minimum of four business meetings during the year. Special meetings may be called at the discretion of the Executive Board at such times it may be deemed advisable. The membership must be notified at least two days in advance of the proposed meeting.

Article 6-Quorum

Five percent (5%0 of the general membership constitutes a quorum for voting purposes at meetings of the general membership. Five members of the executive board members constitutes a quorum for its meetings. Approval of the budget shall follow the procedure set forth in Article 6, Section 1 of the by-laws.

Article 7- Rules of Order

The practices contained in Roberts Rules of Order Revised shall govern the Association and committee meetings unless stated in this Constitution.

Article 8- Amendments

Any amendment to this Constitution shall be submitted in one of the following ways:

1. At a meeting of General Membership of the association and read by the secretary. It may be voted upon at a meeting of the General Membership of the Association to be held no sooner than two weeks.
2. To the Membership in writing at least two weeks prior to its being voted upon at meeting of the General Membership. The amendments must be ratified by two-thirds of membership present and voting.

By-Laws

Article1- Finance

Financing of the activities and assessments of this Association shall be by voluntary contribution of the members. The amount of individual contributions shall be determined by the Executive Board. Special projects and donations shall be financed through projects or collections throughout the year.

Article2- Standing Committees

There shall be standing Committees as determined by the Executive Board annually or as needed.

Article 3- Chairpersons and Committee Members-

Chairpersons and Committee Members shall be appointed by the Executive Board as deemed necessary and appropriate.

Article 4- Duties

Section 1- President or Co-Presidents

The president or one or both of the Co-presidents shall preside at all the meetings of the association and of the Executive Board, shall enforce the Constitution and By-Laws, shall appoint chair people and Representatives of all special and standing committees, shall be a member or members ex-officio of all committees, and shall be a member of the Glen Rock Federated Council of Home and School Associations. The position of president shall have one vote. In event that Co- Presidents cannot agree on an issue, the Co-presidents shall not cast a vote on the issue.

Section 2- Honorary Vice-President

The Honorary Vice-President shall be the general advisor of the Association.

Section 3- First Vice- President

The First Vice-President shall attend all meetings of the association and the Executive Board and shall, in absence of the president, assume all the duties of that office and shall serve as committee Chairperson in the Glen Rock Federated Council of Home and School Association.

The First Vice-President shall also be responsible for overseeing the activities of the Cultural Enrichment Committee (e.g., Picture person, TIC TOC, Newark Museum) and reporting on same at executive Board meetings.

Section 4- Second Vice- President

The Second vice-President shall attend all meetings of the Association and Executive Board and shall serve as an officer of the Glen Rock Federated Council of the Home and School Association.

The Second Vice-President shall also be responsible for Staff Requests (Wish List) and overseeing all of central School's fund raising activities and shall report on same at Executive Board Meetings.

Section 5- Third Vice-President

The Third Vice-President shall attend all meetings of the Association and the Executive Board.

The Third Vice-President shall also be responsible for overseeing all social events (e.g. Teacher's luncheon, Covered Dish Suppers, Social evenings) or whatever social events are held during the year and shall report on at the Executive Board meetings.

Section 6- Communications Vice-President

The communications Vice-president shall attend all meetings of the Association and the Executive Board.

The Communication Vice-President shall also be responsible for overseeing and coordinating the Historian, publicity, the Central Connection and the Weekly Update and shall report on same at Executive Meeting.

Section 7- Secretary

The Secretary shall keep an accurate account of the meeting of the Association and Executive Board meetings and handle all correspondence of the Association and shall notify the Executive Board members of upcoming meetings.

Section 8- Treasurer

The Treasurer shall have custody of all funds of the Association, shall keep an accurate account of the receipts and disbursements, shall pay all bills, shall be prepared to give at any meeting upon request, and shall submit books for auditing the end of the term of office.

Section 9- President Emeritus

The position of President Emeritus shall be offered each year to the outgoing President or to one of the outgoing Co-Presidents. Should the outgoing Presidents or both outgoing Co-Presidents decline the position, the incoming president shall appoint, with the advice and consent of the incoming members of the Executive Board, a former Executive Board member to fill this position. The President Emeritus shall

serve in an advisory capacity and shall not vote. In the event of tie, The President Emeritus cast the deciding vote.

Article 5- Annual Reports

Prior to the last Association meeting of the school year, an annual report shall be submitted by all committee Chairperson to the appropriate Vice-Presidents or to the President.

Article 6- Expenditures and Appropriations

Section 1- Budget

The Treasurer shall prepare, with the President, a budget and submit it for approval at the first fall meeting of the Executive Board each year. The approved budget shall be presented to the membership at the first Association business meeting or Back-to-School night, whichever comes first. The Association must approve the budget by two-thirds of the members present and voting. The proposed budget must be published to the general Membership at least two weeks before this meeting.

Section 2- Disbursement

Disbursements not included in the budget must be approved by the Executive Board with the following exceptions. All expenses to be paid from general has funds of \$100 or less may be approved by the president.

Section 3-

Payments shall be made by check signed by Treasurer or President.

Dissolution

(In the event of final dissolution of the Central School Home and School Association, after payments of all debts, no part of the remaining assets may be distributed to any officer or member of the Central School Home and School Association, but shall be distributed in accordance with the law; prohibited, however, the distribution must be to another organization exempt under provisions of Section 501 (C3) of the internal Revenue Code, or to the United States, of a state or local government for a public purpose.)

Upon the dissolution of the Central School Home and School Association, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose. Any such assets not disposed of shall be disposed of by the court of Common Pleas of the county in with the principal office of Central School Home and School Association is them located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purpose.

Amendments

Amendments to these By-Laws shall follow the same procedure as stated in article 8 of the Constitution.

As ratified by the membership on Full Date